RANSOM COUNTY BOARD OF COMMISIONERS

Regular Meeting – April 5, 2022

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, Greg Schwab, and Joe Mathern.

Agenda- The agenda was reviewed. Gilbert wanted to add the 2019 Audit, Scott Smyth with KLJ was added at 10:45 a.m. and Joe Mathern would like to say a few things before Chuck Horter. Schwab moved to approve the agenda, seconded by Olerud. All aye. Motion carried.

Minutes – Minutes from the previous regular scheduled commission meeting on March 15, 2022 were considered. Olerud moved, seconded by Gilbert to approve the minutes from March 15, 2022. All aye. Motion carried.

Manual Warrants- In the amount of $14,095.73 were reviewed. Gilbert moved, seconded by Hansen to approve the manual warrants in the amount of $14,095.73. All Aye. Motion carried. It was questioned if tips are allowed to be paid with county dollars, or out of employee’s personal pocket.

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| CASS COUNTY ELECTIC COOP | 2,102.84 |
| JPMORGAN CHASE BANK NA | 10,521.37 |
| LIBERTY BUSINESS SYSTEMS, INC. | 258.34 |
| LISBON, CITY OF | 283.88 |
| MARCO | 784.77 |
| SOUTHEAST WATER USERS | 49.03 |
| VOYAGER FLEET SYSTEMS, INC. | 95.50 |
|  |  |
| Total | 14,095.73 |

Ransom County Housing Authority – Derek Johnson appeared before the board to present the Ransom County Housing Authority minutes from the October meeting. Hansen moved to approve the minutes as presented, seconded by Gilbert. Johnson also presented the financials from the Ransom County Housing Authority for January, February, and March of 2022. Hansen moved, seconded by Olerud to approve the financials as presented by Johnson. All aye. Motion carried.

Highway Department – Jeff Hopkins appeared before the board to let them know he had gotten a quote from DRN on cameras for the four outlying shops. The new quote was $4,964.78 for equipment. The quote included three cameras at the Engelvale shop, two cameras at the Fort Ransom shop, two cameras at the Sheldon shop, and two cameras at the Milnor shop. Each shop would have a DVD server that would store the recordings for two to three weeks. The monthly charge per shop would be $19.95 per month. Hansen moved, seconded by Schwab to approve Hopkins to get the cameras installed at the outlying shops. All aye. Motion carried.

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

Fuel Bids were discussed first. Hansen stated he couldn’t vote for Main Street Farm and Home/Gordy’s Grill & Fill due to no discount being offered. Gilbert said she saw Hansen’s point, why would Lisbon Oil offer a discount in the future if the count were to accept both bids. Olerud and Schwab would like to see the county accept both bids and leave it up to Hopkins dissection on who he uses. Hansen moved, seconded by Gilbert to accept Lisbon Oil’s bid for fuel. Hansen, Gilbert, Olerud, and Mathern were in Favor of accepting Lisbon Oil’s bid. Schwab opposed. Motion passed.

Gravel Bids were discussed next. This year no royalties were notated. Hansen stated he would like to know for sure if the royalties are included in the price.

Fallon Kelly States Attorney arrived.

Kelly reviewed the gravel bids. Kelly advised the county does not have a contract agreement with the land owner, as the county is not the one extracting the gravel out of the land. There for the county could not be held liable for the royalties. Gravel Bids were tabled until the next commission meeting on April 19, 2022 at 10:00 a.m. so Hopkins could get some clarification on a few items.

Highway Department – Hopkins let the board know he is looking into getting a new water truck and he has done some price searching and found some decent ones for around $35,000. He also is looking into a newer snow plow truck and they are running around $70,000 - $75,000 for one from 2007-2009.

Hopkins would like to run the bid process in the paper for bid opening in May for the grader that is up in 2023 to ensure it gets here in time. Schwab moved, seconded by Olerud to allow Hopkins to start the process to get the specs and bid process in the paper. The board would like it to be listed as a lease or purchase option.

NDSU Extension – Lesley Lubenow and Brian Zimprich appeared before the board to discuss filling Deb Lee’s position. Deb Lee was a .70 employee and Lubenow would like to fill it as a 1.0 FTE. The position would be a fifty-fifty split between NDSU and Ransom County for wages with NDSU providing the benefits. The job requires an individual to have a bachelors or masters degree. Hansen moved, seconded by Olerud to authorize NDSU Extension Office to advertise the family community wellness coordinator to be a 1.0 full time position. All aye. Motion carried.

KLJ - Scott Smyth with KLJ appeared before the board with two final progressive estimates, one for the Virgil Schultz Slope Repair in the amount of $1,001.88 and the other in the amount of $679.68 for the Maple River Slope repair. Olerud moved to approve the two final progressive estimates, seconded by Schwab. All aye. Motion carried. Smyth also presented a contract for Scope of Services for Preliminary & Design Engineering Bridge #37-126-09.0 Structure Replacement & Incidentals BRP-3700(022), PCN 23559 KLJ # 2203-00480. Short Form of Agreement between owner and engineer for professional services. Gilbert moved to approve the short form of agreement between owner and engineer for professional services, seconded by Olerud. All aye. Motion carried.

Employee Handbook – Chuck Horter with the NDACo appeared before the board to go over each policy change, he had made in the employee handbook. Discussion was had. The board and Fallon Kelly will review.

VSO – A new contract was signed between Ransom and Sargent County stating as of February 15, 2022 Ransom County will pay 60 percent of the VSO salary/budget and Sargent will pay 40 percent. Gilbert moved to approve the new contract, seconded by Hansen. All aye. Motion carried.

Correspondence was received from Hanson township asking to give a section of road over to Lamoure County. This was tabled until more research could be done.

Bethany Lutheran Sunday School submitted a local gaming permit along with the appropriate fee for a raffle. Olerud moved to approve the permit, seconded by Hansen. All aye. Motion carried.

Riding for Dreams submitted a local gaming permit along with the appropriate fee for a raffle. Hansen moved to approve the permit, seconded by Gilbert. All aye. Motion carried.

Nicole Gentzkow asked the board when they would like to start budget meetings, it was discussed to start meeting mid to end May.

Brenna Welton asked permission to take Chelsey Jones along to the tobacco conference. Hansen moved, seconded by Gilbert. All aye. Motion carried.

With nothing further to come before the board. The meeting was adjourned at 1:50 p.m. by Chairman Mathern.

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Nicole Gentzkow Joe Mathern

Ransom County Auditor Ransom County Commission