RANSOM COUNTY BOARD OF COMMISSIONERS

Regular Meeting – February 7, 2023

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

Agenda – Was reviewed. Mathern moved to approve the agenda as presented. Schwab seconded the motion. All aye. Motion carried.

Minutes – From the previous regular scheduled commission meeting on January 17, 2023 were reviewed. Bishop moved to approve the minutes, seconded by Mathern. All aye. Motion carried.

Manual Warrants – In the amount of $16,996.93 were reviewed by the board. Mathern moved to approve the bills, seconded by Bishop. All aye. Motion carried.

Bills – in the amount of $167, 962.66 were reviewed by the board. Bishop moved, seconded by Mathern to approve the bills with the exception of $7,000 or NDACO until it could be looked into further. Bills in the amount of $160,962.66 were approved by the board. All aye. Motion carried.

Mathern moved, seconded by Bishop to pay the Onstad Twitchell bill out of the miscellaneous State’s Attorney’s budget and revisit this issue at budget time. All aye. Motion carried.

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| A W DIESEL SERVICE  | 719.78 |
| AIR MECHANICAL INC.  | 560.00 |
| AMERITAS LIFE INSURANCE CORP.  | 2,450.64 |
| ARAMARK UNIFORM SERVICES  | 272.13 |
| AT-SCENE LLC  | 1,835.00 |
| BARNES COUNTY CORRECTIONAL CENTER  | 1,360.00 |
| BLOW'S SEW-N-VAC, INC.  | 89.92 |
| BURLEIGH-MORTON COUNTY DETENTION  | 600.00 |
| CITY VIEW FUEL LLC  | 1,171.96 |
| CODE 4 SERVICES, INC.  | 444.60 |
| COMPUTER EXPRESS  | 5,299.96 |
| COUNTIES PROVIDING TECHOLOGY  | 675.00 |
| DAKOTA PLAINS AG- GWINNER  | 2,752.24 |
| DAKOTA WATER SOLUTIONS  | 72.00 |
| DICKEY RURAL NETWORK INC.  | 335.94 |
| EDISON, HEATHER  | 68.00 |
| ESRI, INC.  | 1,477.92 |
| EVERSPRING INN & SUITES  | 173.60 |
| FARMERS UNION INSURANCE  | 55,585.00 |
| FP MAILING SOLUTIONS  | 159.84 |
| FRIDRYCH, SARA  | 75.00 |
| GILBERT, KIRSTEN  | 50.00 |
| GONZALEZ, JORGE  | 129.99 |
| GORDY'S GRILL & FILL  | 1,020.70 |
| GREEN IRON EQUIPMENT  | 12.29 |
| HENRICKS HEATING  | 362.78 |
| HOPKINS, ROBERTA PO BOX 950  | 922.34 |
| INFORMATION TECHNOLOGY DEPT.  | 87.65 |
| INTERCOMMUNITY TELEPHONE COMPANY  | 75.00 |
| INTERGRAPH CORPORATION  | 157.50 |
| JAMES/VALLEY REGIONAL LODGE #4  | 81.00 |
| KLJ ENGINEERING LLC  | 559.34 |
| KUSTOM MACHINE, INC.  | 1,353.69 |
| LAMOURE POLICE DEPARTMENT  | 120.00 |
| LESMANN, PEGGY  | 75.00 |
| LISBON OIL COMPANY  | 35,115.70 |
| LISBON TRUE VALUE  | 242.22 |
| MARCO TECH- ST LOUIS  | 600.81 |
| MICHAELSON, TIM  | 75.00 |
| MLGC  | 725.38 |
| NATIONAL SHERIFF'S ASSOCIATION  | 71.00 |
| ND ASSOC OF COUNTIES- BISMARCK  | 2,140.00 |
| ND ASSOCIATION OF COUNTIES  | 3,124.64 |
| ND EMERGENCY MANAGEMENT ASSOC.  | 50.00 |
| ND RECORDERS ASSOCIATION  | 200.00 |
| ND STATE RADIO COMMUNICATION  | 240.00 |
| NDACO RESOURCES GROUP  | 455.00 |
| NDSU EXTENSION SERVICE-7510  | 6,705.72 |
| NDSU FOUNDATION-AGING IN THE COMMUNITY  | 1,500.00 |
| NORTHERN SALT INCORPORATED  | 7,707.70 |
| OAKES TRUCK & TRAILER LLC  | 1,785.77 |
| OHNSTAD TWICHELL, PC  | 734.50 |
| OLSON ACCOUNTING  | 108.00 |
| PHARMCHEM  | 127.30 |
| QUAL, ANGELA  | 250.00 |
| RANSOM COUNTY GAZETTE  | 129.60 |
| RECORD KEEPERS, LLC  | 37.50 |
| RICHLAND COUNTY HEALTH DEPARTMENT  | 1,051.75 |
| RIVERSIDE BUILDING CENTER  | 2,258.20 |
| SALAMANDER TECHNOLOGIES, LLC  | 760.00 |
| SEMCA  | 10,000.00 |
| SHEETS-OLSON, BARBARA  | 75.00 |
| SHELVER, ROBIN  | 75.00 |
| STOUDT MILLER, INC.  | 917.94 |
| STURDEVANT'S INC  | 151.16 |
| TRITECH SOFTWARE SYSTEMS  | 143.59 |
| WEX BANK  | 2,080.96 |
| XTREME PRODUCTS  | 137.41 |
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| Total | 160,962.66 |

Emergency Manager – Kirsten Gilbert appeared before the board to let them know she has gotten quotes to replace the door locks on the outside doors of the Courthouse, the Auditor’s Office, and the Election office. It will be $510 to rekey the doors and $11.00 per key. Kirsten Gilbert is recommending keys only be given to individuals who need hard keys, everyone else should use a key fob or badge for security reasons. Mathern moved, seconded by Bishop to change the key locks and get five master keys. All aye. Motion carried.

Gilbert also let the board know the homeland security grant is coming due she is planning to apply for Alice Training for the deputies who have not completed the training. She has spoken to Sheriff Darren Benneweis and he was in favor of this as well. Both Enderlin and Lisbon schools have been working with law enforcement to up their safety training. Kirsten Gilbert also planned to apply for keyless entry for all doors inside the courthouse. The quote DRN gave her was around $1,000 per door, she applied to have twenty doors in the court house get the keyless entry system. Kirsten also applied to have more lights put around the outside of the courthouse, three quarter doors going into offices to help stop the amount of traffic behind the counter, and cement pillars around the courthouse on the west side to prevent a car from driving into the building. Gilbert asked the board if there were any other items, they wanted her to apply for.

State’s Attorney Fallon Kelly arrived.

Danny Galbreath – appeared before the board to discuss a feed lot he is planning on putting in. Galbreath let the board know he currently has 500 cattle and is looking at expanding to 800 head of cattle. Fallon Kelly will review the conditional use permit and get back to Galbreath and the board to let them know if a public hearing needs to be had.

Sheriff’s Department payroll – discussion was had on if the deputies working should be paid for the observed holiday and the holiday or just the holiday. Gentzkow had spoken to Benneweis and he said the officers should be paid for both as they have to stay in town to work while other employees are allowed to leave town to celebrate with family over the holiday. Discussion was had. Schwab moved, seconded by Bishop to pay for the holiday on the actual holiday not the observed holiday for licensed peace officers who are gun toting. Roll call vote was done: Gilbert – yes, Schwab – yes, Bishop – yes, Mathern – yes. Motion carried.

Scott Smyth – with KLJ appeared before the board to ask if the board would like to see the Anslem bridge bid in April or wait until fall and pair it with the Fox Farm bridge hoping for a better price. The Anslem funding is capped at 1.25 million dollars. If the board were to have the project bid in April and not like the bid they got, they could reject the bid and pair it with the Fox Farm in the fall. Bishop moved, seconded by Mathern to bid the Anslem in April to see where it comes in at. All aye.

Fox Farm - The temporary construction access easement between the county and the Vet’s Home was reviewed. Schwab moved to have Gilbert sign the easement, seconded by Mathern. All aye. Motion carried.

Court House Facility Grant – Randy Gallagher let the board know the courthouse facility grant was approved to install the emergency exit signs for $22,156.08 the grant will cover 80% which would be $16, 617.06 the county would be responsible for 20% which is $5,039.02. Mathern moved, seconded by Bishop to get exit lights installed and pay for it out of the renovation budget. All aye. Motion carried. Lynn Flieth from the RSR board had contacted Gallagher about having an employee park a state car in the Ransom County parking lot. The board had no issues with that. Gallagher will let Flieth know that employee can park in the lot, and to park the state car next to the employee vehicles.

Recorder’s office – Shelly Schwab appeared before the board to request that the preservation fund become a 2000 account and be kept separate. She said the legislature made this change in 2001 that $3 from every recording be put in the preservation fund and that money was to be put in its own fund. Bishop moved, seconded by Mathern for the preservation fund to become a 2000 account. All aye. Motion carried.

Jeff Hopkins – appeared before the board to let them know it is time for gravel, fuel, and propane bids to run in the paper. Schwab moved, seconded by Mathern to run the add in the paper for three weeks. Fuel and propane bid opening will be March 21 at 9:45 a.m. and Gravel bids will be March 21 at 10:00 a.m. Hopkins also let the board know they should also consider running an ad for motor grader bid as the production is about a year out. Motor grader bid opening will be March 21 at 10:15 a.m. The new grader will be at the Lisbon shop.

Pancake feed – was discussed. A few employees had suggested maybe the county would have a better turn out if it was done in the evening. The pancake will happen again this year, however a date will be set closer to April.

Local Charity permit – was submitted along with the appropriate fee from Sand Hill Vintage Tractor Club. Bishop moved to approve it, seconded by Mathern. All aye. Motion carried.

Local Charity permit – was submitted along with the appropriate fee from Riding for Dreams. Schwab moved, seconded by Mathern. All aye. Motion carried.

Public Health – A few salaries were questioned in public health to see if they should be moved up a step on the pay study. Most employees step and years of service are a year behind. Steps do not mean years of service. However, with most of the employees in public health the years of service and the steps match with the exception of Jones and Welton’s. Discussion was had. The board decided they needed to stick with what the pay study said to keep things fair across the board for all employees. Schwab moved, seconded by Mathern to leave salaries in public health as stated per the salary study. All aye. Motion carried.

Janelle Mairs – resigned from 911 coordinator in 2022. In 2021 Mairs was paid an addition $6500 per year for 911 coordinator, according to the pay study Mairs should have received a pay cut. Benneweis did not include 911 coordinator on the pay study so at the time her wage was frozen at her 2021 pay a COLA increase. Due to Mairs resigning as 911 coordinator, her $6500 per year should be removed and she can be put on the pay study as Sheriff’s department admin. Discussion was had if Maris should receive any addition money while Benneweis is away for extra duties. Discussion was had. Schwab moved, seconded by Mather to reduce Mairs pay $6500 per year. All aye. Motion carried.

NDSU Extension – Bishop let the board know the position has been offered.

A special meeting will be held on February 16 from 10am to noon to go over the handbook.

Being nothing further to come before the board, Chairman Gilbert adjourned the meeting at 1:35 p.m.

ATTEST:

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Ransom County Auditor Ransom County Commission