Barnes County Commission
February 19, 2013
Valley City, ND 58072

The Barnes County Commission met in regular session on Tuesday, February 19, 2013 with Phil Leitner, Cindy Schwehr, Eldred Knutson, John Froelich, and Rodger Berntson present. Chairman Knutson called the meeting to order at 8:00 a.m., and the Pledge of Allegiance was recited.

Highway Department – Selection of Engineer / Project Updates

Kerry Johnson, Highway Superintendent, and Shawn Mayfield (KLJ) informed the Commission that bids were opened for the Urbana projects CER-0203(058) & CER-0203(061), and the bid of $998,057.65 from Lakeview Trucking was the low bid. The projects are to be completed by 9/7/2013. At the next meeting, a resolution to formally accept the bid will be presented. The Eckelson Lake widening project CER-0222(75) will be bid in April. The Meadow Lake contracts, which were previously approved, need to be signed.

Rodger Berntson made a motion to accept KLJ as construction engineer for the projects at Meadow Lake; John Froelich seconded the motion. Motion carried.

John Froelich moved that the State's Attorney develop a letter to be sent out to a landowner who has property obstructing the county right-of-way; Phil Leitner seconded the motion. Motion carried. Mr. Johnson will verify that the obstruction in question is within the road right-of-way. He will also check into other possible violations of this requirement.

Rodger Berntson made a motion to accept the State Highway Patrol's offer of assistance for weight enforcement on county roads; John Froelich seconded the motion. Motion carried.

Other Highway Department business included: Mr. Johnson was presented with a 35-year service award plaque. Bids will be opened on March 19, 2013 at 10:00 a.m. for road oil. At 10:05 a.m., we will open bids for culverts, and at 10:30 a.m., we will open bids for the motor grader(s). The possibility of increasing the charge to the townships for road grading and snow removal was discussed, as well as the bridge bond process. The Auditor will work with the State's Attorney on the Title VI compliance process. Mr. Johnson will check with Valley City Parks & Recreation to see if we can work out an agreement to get the walking path south of town cleared off when the highway department is busy with snow removal.

Tax Director – Abatement

Betty Koslofsky, Tax Director, appeared, along with Cecelia McFadgen and Jim McFadgen (property owners of Part of SW ¼ E of RR Section 11-141-59, Stewart Township PCL: 37-1130300), and presented an Abatement Application from Ms. McFadgen asking for a reduction in the property valuation for 2012 from $156,100 to $27,900. The Stewart Township board recommended approval of the request. Ms. Koslofsky supported the Township's recommendation. John Froelich made a motion to approve the request for a reduction in the property valuation for 2012 from $156,100 to $27,900; Phil Leitner seconded the motion. Motion carried.

Extension – Wellness Plan

Ellen Bjelland, Extension Agent, updated the Commission on the proposed Wellness Plan. Participation in this program saves the county 1% on the health insurance premium cost, or about $7,000.

Auditor – Water Board Appointment

Beth Didier, Auditor, presented a letter of interest from Bret Fehr regarding the District 1 Water Board appointment. Cindy Schwehr moved that Bret Fehr be appointed to serve as the Water Board District 1 representative; John Froelich seconded the motion. Motion carried. The term will expire 12/31/2014.

Auditor – Weed Board Appointment

Ms. Didier presented a letter of interest from Derek Bruns regarding the Weed Board appointment. Cindy Schwehr moved that Derek Bruns be re-appointed to serve as Weed Board member; John Froelich seconded the motion. Motion carried. The term will expire 12/31/2016.

Auditor – Minutes/County Deeds

Ms. Didier presented the minutes from the February 5, 2013 meeting for approval. John Froelich moved to approve the minutes with corrections; Phil Leitner seconded the motion. Motion carried. Ms. Didier then presented the minutes from the February 12, 2013 meeting for approval. Phil Leitner moved to approve the minutes with corrections; Rodger Berntson seconded the motion. Motion carried.

Auditor - Miscellaneous

Cindy Schwehr moved to approve the Pledge of Assets; John Froelich seconded the motion. Motion carried.

John Froelich moved to approve payment of $150 for 2013 dues to the Sheyenne James RC&D; Phil Leitner seconded the motion. Motion carried.

John Froelich moved to pay $18,217.50 out of the Economic Development fund for the annual South Central Dakota Regional Council (SCDRC) dues, rather than paying it out of the General fund, as previously discussed; Phil Leitner seconded the motion. Motion carried.

John Froelich made a motion to pay a Request for Checks from SCDRC of $2,400 out of the General fund to cover the 2011 FEMA pass-through account until reimbursement is received; Phil Leitner seconded the motion. Motion carried.

Coverage for volunteers through Workforce Safety & Insurance was discussed. More information is needed. Also discussed: liability for the museums and library, the status of the new lease agreement with the city, and the lead test results.

Public Accountant – Financials

Harold Rotunda presented the proposed 2012 year-end financial statement and discussed the bridge bond process. Phil Leitner made a motion to transfer $100,000 from the General fund to the Correctional fund and $100,000 from the General fund to the Homeland Security fund; John Froelich seconded the motion. Motion carried.

Tax Director – Equalization

Rodger Berntson made a motion to have Betty Koslofsky, Tax Director, send a letter to all township/city officers notifying them that if their townships/cities do not follow the instructions given to the assessors (that each township's or city's valuation is required to be within 9 ½ % of the State recommendation), the townships and cities that do not comply will lose the 9 ½ % allowance and be assessed at 100% of the State recommendation; Phil Leitner seconded the motion. Motion carried.

Tax Director – Planning & Zoning

Ms. Koslofsky presented the following requests:

- Conditional Use Permit (CUP) – Donald Triebold: Auditor's Lot 1, NE ¼ Section 12 142-60 Edna Township. John Froelich moved to approve the request; Cindy Schwehr seconded the motion. Motion carried.
- Auditor's Lot/CUP – Beverly Van Oosting: Auditor's Lot 1, SE ¼ Section 19 142-60 Edna Township. Cindy Schwehr moved to approve the request; John Froelich seconded the motion. Motion carried.
- Auditor's Lot – Robert Klein Jr.: Auditor's Lot 1, E ½ Section 16 140-60 Potter Township. Rodger Berntson moved to approve the request; Phil Leitner seconded the motion. Motion carried.
- Auditor's Lot – Ralph Compson: Auditor's Lot 1, E ½ Section 4 142-60 Edna Township. Phil Leitner moved to approve the request; John Froelich seconded the motion. Motion carried.

Phil Leitner moved to approve the proposed changes to the Development Code; John Froelich seconded the motion. Motion carried, with Eldred Knutson voting "no". Ownership or responsibility for the elevator in Litchville was discussed. Ms. Koslofsky expressed concern that the Planning & Zoning duties becoming more of a responsibility, and asked the Commission to consider assigning P&Z elsewhere.

MIS - ID Badges

Jason Thiel, MIS, presented a proposed design for the ID badges which will be used for identification and building access, and requested direction in regards to content. John Froelich made a motion that the badges have the employees' full names, that the department heads sign as "authorized signature", and that the employees not be required to wear the ID badges; Phil Leitner seconded the motion. Motion carried.

County Park – Mower Bids

Bobby Koepplin, Park Board President, appeared to present the bids that were received in the Auditor's Office for the used mower. Cindy Schwehr moved to accept the bid from George Piatz in the amount of $2,032; Phil Leitner seconded the motion. Motion carried. The replacement mower will be discussed at the next park board meeting. Mr. Koepplin also informed the Commission that he will be presenting the lease agreement with Game & Fish at the next Commission meeting.

Commission Discussion

The following items were discussed: Sanding the Courthouse parking lot, incorrectly-built approaches, the I-94 Industrial Park, Housing Summit, Eastern ND County Commissioners Association meeting, Township Officer's meeting, Legislative Forum, County Officials Academy, Upper Sheyenne meeting, Water Board meeting, North Dakota Winter Show, Reserve coverage at the NDWS, and on-going lead testing of Sheriff's Department employees.

With no further business, Phil Leitner made a motion, seconded by John Froelich, to adjourn the meeting. Motion carried unanimously.

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Beth M Didier
Barnes County Auditor

Eldred Knutson, Chairman
Barnes County Commission