

The Traill County Commissioners came to order on September 17, 2019 at 8:00 a.m. with all members present. On motion of Elliott, seconded by Young and carried to approve the minutes of 09-03-19 with the correction, changing the prepaid fuel, to prepaid propane. On motion of Nesvig, seconded by Eblen and carried to approve the minutes of the joint meeting with Steele County held on 09-10-19. On motion of Elliott, seconded by Eblen and carried to approve the minutes of the Public Budget Hearing, held on 09-11-19.

AMERICAN LEGION: Commissioner Elliott asked for approval to allow the American Legion to place flags along County Road 5 indicating the 100th anniversary of the Legion Post. On motion of Young, seconded by Eblen and carried to allow the request.

CORRESPONDANCE: Letter received from Lorene Anderson, Mesa AZ concerning taxes in Greenfield Township. Auditor Haugen send Ms. Anderson a letter, attached copies of the township budget and forwarded the letter to the Greenfield Township Supervisors. Copies of the resolutions for the upcoming NDACo convention.

HIGHWAY: Corwyn Martin, Road Superintendent and Matt Lange, KLJ were present. On motion of Eblen, seconded by Young and carried to allow Martin to open the gravel bids. Bids were received from JC & J Trucking, Bejou, MN, KRB Gravel, Mayville and Loren Richards Inc., Fargo. On motion of Elliott, seconded by Young and carried to accept the bids from JC & J Trucking and KRB Gravel. Martin and Lange explained the difference in gravel classes. The bid accepted today was for class 13 gravel. On motion of Elliott, seconded by Nesvig and carried to approve a Ditch Cleaning Permit filed submitted by Corey Moen along County Road #21, in the SW ¼ 29-148-52 in Morgan Township. On motion of Nesvig, seconded by Elliott to allow the Chairman to sign the updated County Federal Aid Program for 2020. On motion of Eblen, seconded by Nesvig and carried to allow the States Attorney, Chairman and Auditor to sign the ND DOT Maintenance Agreement for Federal Highway projects.

BRIDGE 416: Bridge 416 was damaged on September 6, 2019 and was left impassable. Martin informed the Commissioners the bridge has been completely removed and the road closed. Discussion was held on replacing the bridge with a double box culvert. On motion of Eblen, seconded by Young and carried to table any repairs or replacement until the investigation has been completed by the Traill County Sheriff's Department. On motion of Eblen, seconded by Young and carried to allow the Chairman to sign the Engineering Services agreement with KLJ for completion of structure hydraulic analysis for Bridge 416 in the amount of \$6,000.00.

COURTHOUSE PARKING LOT: Matt Lange, KLJ Engineer informed the board that the plans have been submitted to several contractors and a copies will be placed in the Auditor's office.

DAKOTA NATURAL GAS: Greg Palmer, President and CEO of Dakota Natural Gas met with the board and explained the next steps in bringing natural gas to Traill County. Palmer asked the commission to sign an agreement stating that Traill County would purchase a minimum of 20,800 therms each 12 month period starting November 1, 2021 and ending November 1, 2026. Jenni Rubash, Traill County Custodian informed the commission that it could cost upwards of \$75,000 to convert the chimney on the existing boilers and another \$10,000 to convert the Sheriff's heating units. No costs were given for the Highway Department. After much discussion, signing the agreement was tabled until the next meeting to allow time to gather more information.

HILLSBORO CITY: Matt Mutzenberger, Hillsboro City Auditor discussed the autonomous vehicle grant with MIT. This grant could enhance the mental health services in rural communities. On motion of Elliott, seconded by Young and carried to allow the Chairman to sign a letter of intent and support with no costs to the county.

SHERIFF: Steve Hunt, Sheriff presented an Asset Forfeiture Procedure in accordance with NDCC 19-03. Forfeited funds would become the custody of the County and a committee including the Sheriff, States Attorney and Commission Chair would approve all funding requests. On motion of Eblen, seconded by Nesvig and carried to approve the policy as written.

On motion duly made and carried, the following bills presented to the Board were ordered and paid to-wit:

97721	Advanced Business Methods	223.47	97758	ND 24/7 Attorney General	1110.00
97722	Advanced Drainage Systems	1180.00	97759	Nodak Electric Coop	295.66
97723	Ameri Pride Linen	367.06	97760	Nelson International	103.13
97724	Buxton Farmers Union	2245.75	97761	Ken Nesvig	276.47
97725	Business Essentials	511.21	97762	Oday Equipment LLC	3090.00
97726	Countryside Creations	50.00	97763	OK Tire Store	11697.00
97727	Century Link	84.00	97764	Olsen Hardware	160.58
97728	Fargo Freightliner	1599.75	97765	Opp Construction	5518.80
97729	Flaten and Johnson Truck	2207.88	97766	Pitney Bowes Global	852.00
97730	Finley Motors	477.73	97767	Portland Farmers Union	4989.40
97731	Fargo Rubber Stamp	32.20	97768	Paulson Gravel Service	638.00
97732	Great America Leasing	110.78	97769	Pauls Hometown Repair	94.60
97733	Galls	1251.10	97770	Chicago Power Plan	588.78
97734	GF Correctional Center	4826.96	97771	Praxair	420.64
97735	Crookston Greenway	267.00	97772	Premium Waters Inc	73.50
97736	Hillsboro Banner	619.00	97773	Remark Tech Consulting	73.50
97737	Hillsboro Body Shop	7015.15	97774	Alyssa Scheve	88.16
97738	Hatton Coop Oil	277.68	97775	Sanford Hillsboro	1992.40
97739	Hillsboro Drug and Gift	101.65	97776	Sanford SD	296.00
97740	H E Everson Co	225.67	97777	Snap on Tools	330.95
97741	Information Tech Dept	1075.20	97778	Sturdevants	364.97
97742	Inland Truck Parts	213.11	97779	Toshiba TX	117.92
97743	Johnsen Trailer Sales	2909.17	97780	Toshiba GA	87.57
97744	Bismarck KLJ	8868.23	97781	Toshiba MO	348.79
97745	Kuston Signals Inc	1350.01	97782	Team Lab Chemical	726.50
97746	Lawson Products	50.88	97783	Traill County Tribune	595.82
97747	SS	285.00	97784	Tyler Technologies	201.60
97748	Larson Welding	137.00	97785	Verizon Wireless	52.06
97749	Fargo Menards	18.76	97786	Visa	1489.12
97750	Miller Fresh Foods	6.89	97787	Visa	255.36
97751	MLGC	181.91	97788	Waste Management	68.74
97752	Mayport Farmers Coop	30.36	97789	Watchguard	5410.00
97753	Mayport Hardware Hank	61.93	97790	West Side Steel	62.61
97754	Napa Mayville	40.88	97791	Xcel Energy	104.70
97755	Farnams Parts- Napa	276.07	97792	Zee Medical Services	20.60
97756	New Century Press	725.96	97793	Jody Schill	52.20
97757	ND Assn of Counties	107.00			

There being no further business to be brought before the Board, the regular meeting of the County Commission was adjourned at 9:17 a.m. to meet on the 2020 County Budgets.

2020 BUDGET HEARING MINUTES

2020 BUDGET HEARING: Chairman Amb called the 2020 budget hearing to order at 9:17 a.m. The commission discussed budget requests and motioned the following adjustments:

- * On motion of Nesvig, seconded by Elliott and carried to allow the County Auditor to move the county share of social

security, health, dental, vision, life insurance and retirement premiums from the Employee Benefits Budget, page 14 into each individual office budgets.

- * On motion of Elliott, seconded by Eblen and carried to allow the County Auditor to move the Software Security and RMM costs from the Employee Benefits Budget, page 14 into each individual office budget.
- * On motion of Nesvig, seconded by Elliott and carried to grant a 3% raise and an additional \$1,200.00 annual increase to Chief Deputy Auditor Heather Hovey as her job title has changed.
- * On motion of Elliott, seconded by Nesvig and carried to grant a flat dollar increase in the amount of \$500.00 annual increase to Jody Schill as Assistant Victim Witness.
- * On motion of Young, seconded by Nesvig and carried to grant a 3% raise to all full-time employees.
- * On motion of Eblen, seconded by Nesvig and carried to grant a 3% raise to all part-time employees.

The following changes to individual department budgets were made as follows:

- * Additional employees requested in Custodian, and Highway Departments were denied, with the amounts budgeted for the additional employees will be added to Miscellaneous in Custodian budget and Contract Labor in Highway Department.
- * Reduce or increase all individual salaries to reflect a 3% raise. If 3% results in an increase in salary, reduce other line items to compensate so the total amount requested remains the same.
- * Reduce the Red River Basin budget from \$4,756.00 to \$3,755.00 less \$1,001.00 from overpayment made to Red River Basin in July 2019, resulting in a total of \$2,754.00 to be paid in 2020.
- * Reduce the Lake Agassiz budget from \$5,200.00 to \$3,400.00

On motion of Nesvig, seconded by Young that the county budget be adopted for the year commencing January 1, 2020 to December 31, 2020 and as follows, to wit:

(1) That the appropriations be and the same are hereby made and allowed for each office, department and undertaking as, hereinafter set forth:

GENERAL FUND:

Commissioners	\$	197,813.71
Auditor	\$	301,279.33
Treasurer	\$	161,574.20
States Attorney	\$	167,996.24
Tax Director	\$	231,688.32
Clerk of District Court	\$	147,218.78
Recorder	\$	151,655.67
Courthouse	\$	375,333.94
Sheriff	\$	1,090,050.09
DES	\$	30,560.00
Jail	\$	308,518.85
Coroner	\$	5,991.00
County Park	\$	10,383.00
Oasis & Technology	\$	201,718.00
Employee Assistance Program	\$	2,020.00
Cemetery	\$	1,000.00
County Loan Bridge	\$	70,000.00

GENERAL FUND CONTINUED:

Dues	\$	12,000.00
Insurance Reserve	\$	94,500.00
Lake Agassiz	\$	3,400.00
Red River Basin	\$	2,754.00
State Examiners	\$	16,500.00
Undistributed Expenses	\$	33,000.00
County Web MTCE	\$	1,000.00
		TOTAL GENERAL
	\$	3,617,955.13

ROAD DEPARTMENT:

Road & Bridge/Hwy Distribution	\$	2,523,968.12
Bridge	\$	150,000.00
Farm to Market 25 Mill	\$	2,562,000.00
County Road	\$	432,000.00
TOTAL ROAD DEPT:	\$	<u>5,667,968.12</u>

OTHER FUNDS:

Health District	\$	357,352.08
Veterans Service Office	\$	75,596.36
County Agent	\$	107,127.89
Weed Board	\$	109,719.01
Emergency Medical (Ambulance)	\$	226,652.08
Economic Development	\$	226,652.08
Capital Projects	\$	175,000.00
Historical Society	\$	38,805.00
Water Resource	\$	241,600.00
Hillsboro Airport Authority	\$	18,000.00
Red River Joint	\$	84,994.53
Soil Conservation	\$	56,663.02
Garrison Diversion	\$	56,663.02
Senior Citizens	\$	56,663.02
TOTAL OTHER FUNDS:	\$	<u>1,831,488.09</u>

GRAND TOTAL OF APPROPRIATIONS:

General Fund	\$	3,617,955.13
Road Department	\$	5,667,968.12
Other Funds	\$	<u>1,831,488.09</u>
TOTAL	\$	11,117,411.34

(2) That the County Auditor be and is hereby authorized and directed to extended upon the tax list for the year 2019 against all property assessed within the county, a county tax levy in the amount of \$ 6,013,480.08, the levy be subdivided as to fund distribution as follows:

General	\$	2,290,117.44
Road & Bridge	\$	566,630.20
Veterans Service Office	\$	71,453.36
Agent	\$	75,066.89
Farm To Market 25 Mill	\$	1,416,575.50
Health District	\$	139,894.08
Emergency Medical (Ambulance)	\$	226,652.08
Economic Development	\$	226,652.08
County Road	\$	283,315.10
Capital Projects-Jail	\$	174,175.00
Weed Control	\$	40,182.01
Historical Society	\$	14,165.75
Senior Citizens	\$	56,663.02
Soil Conservation	\$	56,663.02
Water Resource	\$	215,617.00
Red River Joint	\$	84,994.53
Garrison Diversion	\$	56,663.02
Hillsboro Airport Authority	\$	18,000.00

(Excluding Hillsboro City, Mayville City & Garfield Township)

All Commissioners present and voting in favor of said motion. Motion carried. Budget hearing was adjourned at 10:25 a.m. to meet in regular session on October 1, 2019 at 8:00 a.m.

Attest:

Glenda Haugen, County Auditor