

## GRAND FORKS COUNTY COMMISSION MEETING

December 20, 2011 – 4:00 P.M.

The Board met pursuant to adjournment with Commissioners Schmisek, Pic, Murphy, Knauf and Malm present.

Moved by Malm, seconded by Pic, to approve the minutes of the December 6, 2011 meeting. Motion carried.

Moved by Murphy, seconded by Pic, to approve the order of agenda, adding an item under unfinished/new business, external board assignments. Motion carried.

Moved by Knauf, seconded by Pic, to approve the consent agenda. Items in the consent agenda included: employee status changes for Greg Amundson and Debbie Meuwissen; bills as submitted by the County Auditor, Check #157312-157564 and purchasing card charges in the amount of \$541,586.58; overtime; Liquor/Beer Licenses for Grand Forks Country Club, Rivers Edge Golf Course and the Hitching Post Bar and Grill and to set the Highway Department's Annual Bid Letting for February 7, 2012 at 1:30 pm. Motion carried.

Moved by Murphy, seconded by Knauf, to appoint Joseph Simon for a two year term to the Emergency Management Board beginning January 1, 2012. Motion carried.

Moved by Pic, seconded by Malm, to appoint Diane Helgeson and Irene Dybwad for two year terms to the Northeast Human Service Advisory Board beginning January 1, 2012. Motion carried.

Moved by Malm, seconded by Murphy, to appoint John Fortin and Robert Drees for four year terms to the Grand Forks County Planning and Zoning Board beginning January 1, 2012. Motion carried.

Moved by Malm, seconded by Pic, to appoint Darrell Nottestad for a three year term to the Grand Forks County Water Board beginning January 1, 2012. Motion carried.

Moved by Malm, seconded by Knauf, to appoint David O. Staveteig and David Middleton to the Grand Forks County Weed Board for four year terms beginning January 1, 2012. And to appoint Greg McMahon to fill an unexpired term on the Grand Forks County Weed Board beginning January 1, 2012 and expiring December 31, 2012. Motion carried.

Rich Axvig, Grand Forks County Water Board, addressed the board.

Moved by Pic, seconded by Knauf, to approve a letter of support from the Grand Forks County Commission Chairman for the Grand Forks County Water Board's grant application for emergency sirens at Larimore and Fordville RV parks. Motion carried.

The Grand Forks County Policy Manual will be on the agenda for the first meeting in January for adoption.

Sheriff Rost addressed the board.

Moved by Pic, seconded by Murphy, to approve the Chair's signature on the Law Enforcement Contracts for Emerado and Larimore. Motion carried.

Bret Burkholder, Correctional Center Administrator, addressed the board.

Moved by Murphy, seconded by Pic, to accept the low bid from CBM for the food service contract for the Grand Forks County Correctional Center. Motion carried.

Patty Wenstad, Sam's Club, addressed the board.

Moved by Pic, seconded by Knauf, to allow Sam's Club to offer Grand Forks County Employees Sam's Club memberships in the Grand Forks County Office Building. Motion carried with Malm voting nay.

Todd Mitzel, ICON Architectural Group, presented issues with rehabilitating the former Correctional Center. Chairman Schmisek moved this issue to the Building Committee for discussion.

Moved by Malm, seconded by Pic, to amend the 2012 election budget by \$86,000, the amount from the 2011 election budget that was not expended. Motion carried.

Moved by Pic, seconded by Murphy, to purchase, up to, an additional 10 ePollbooks in 2012, if needed. Motion carried.

Moved by Murphy, seconded by Knauf, to receive and file the November 2011 financial report. Motion carried.

Moved by Pic, seconded by Malm, to approve the following budget amendments for funds that had unanticipated expenses that were not budgeted for and had offsetting non-budgeted revenues. Motion carried.

Fund	Budget	Projected Expenses	Over Budget	Amendment
2162 FEMA 2010	\$ 82,000	\$ 87,265	\$ (5,265)	\$ 5,500
2572 Court Improv Grant	\$ 3,700,000	\$ 11,599	\$ (7,859)	\$ 7,900

Moved by Knauf, seconded by Pic, to authorize Finance Committee Chairman Schmisek to approve any bills that come in before the end of the 2011 year. Motion carried.

Moved by Malm, seconded by Murphy, to establish the following polling sites for the 2012 elections. Motion carried.

### **PRECINCTS OTHER THAN GRAND FORKS CITY**

**PRECINCT NO. 1** at Alerus Center, 1200 42<sup>nd</sup> St. S., Grand Forks City, (Shall be comprised of Brenna and Grand Forks Townships)

**PRECINCT NO. 6** at Bible Baptist Church, Grand Forks City (Shall be comprised of Part of Grand Forks Air Force Base, Blooming, Rye and Falconer Townships)

**PRECINCT NO. 13** at Gilby Community Center, Gilby City (Shall be comprised of Gilby City, Inkster City, Agnes, Elkmount, Gilby, Inkster, Johnstown, Strabane and Wheatfield Townships)

**PRECINCT NO. 14** at Larimore Senior Center, Larimore City (Shall be comprised of Larimore City Wards I, II and III, Niagara City, Arvilla, Elm Grove, Hegton, Larimore, Moraine, Niagara and Plymouth Townships)

**PRECINCT NO. 15** at Manvel Community Center, Manvel City (Shall be comprised of Manvel City, Ferry, Levant, Lakeville and Turtle River Townships)

**PRECINCT NO. 16** at Northwood Community Center, Northwood City (Shall be comprised of Northwood City Wards I, II and III, Avon, Grace, Lind, Logan Center, Loretta and Northwood Townships)

**PRECINCT NO. 17** at Emerado Community Hall, Emerado City (Shall be comprised of Emerado City, Part of Grand Forks Air Force Base, Chester, Oakville, Pleasant View and Mekinock Townships)

**PRECINCT NO. 18** at Thompson Community Center, Thompson City (Shall be comprised of Thompson City, Reynolds City, Allendale, Americus, Bentrue, Fairfield, Michigan, Union, Walle and Washington Townships)

Peter Welte, States Attorney, addressed the board.

Moved by Malm, seconded by Pic, to recess for a closed executive session, pursuant to NDCC 44-04-18.7 for attorney consultation on an ongoing investigation. It was 5:06pm. Motion carried.

Moved by Murphy, seconded by Knauf, to end the executive session and resume the regular meeting. Motion carried. It was 5:38pm.

Ed Nierode, Director of Administration, addressed the board.

Moved by Malm, seconded by Knauf, to deny per diem request for out-of-state travel for a Sheriff's Lieutenant because authorization to travel to Calgary, Alberta was not obtained before the travel, according to Grand Forks County Policy 411. Motion carried.

A meeting will be scheduled to meet with the Sheriff and Sheriff's Lieutenant to discuss the out-of-state travel.

The County Commission Policies will be discussed at the next meeting.

Moved by Pic, seconded by Knauf, to approve the regular scheduled meetings of the Grand Forks County Commission on the first and third Tuesday of each month for the 2012 year. Motion carried.

Chairman Schmisek will bring the internal board assignments to the January Commission Meeting. The Chairman made the following external board appointments:

**External Board Assignments**

Boards without Terms:

Base Realignment.....	Commissioner Schmisek
City/County Board of Health.....	Commissioner Pic
County Planning and Zoning.....	Commissioner Malm, Chair Commissioner Pic
Emergency 911.....	Commissioner Pic
Fair Board.....	Commissioner Knauf
GF Region Economic Development Corporation.....	Commissioner Schmisek
Red River Water Management Consortium.....	Commissioner Murphy
Veterans/Public Administrator.....	Commissioner Knauf

Boards with Terms: (To be reviewed as terms expire)

Emergency Management (2 Yr. Term, Expires 12/12)	Commissioner Knauf
GF Airport Authority (5 Yr. Term, Expires 7/12)	Commissioner Malm
Metropolitan Planning Organization (Expires 3/12)	Commissioner Malm
NDSU Extension Service-Advisory Bd. (2 Yr. Term – 12/12)	Commissioner Pic
Northeast Human Services Advisory Board (2 Yr. Term – 12/12)	Commissioner Pic
Red River Regional Council (4 Yr. Term, Expires 12/12)	Commissioner Pic
Alternate	Commissioner Murphy

Moved by Pic, seconded by Knauf, to adjourn. Motion carried. The meeting adjourned at 6:14pm. The next meeting will be held on January 3, 2012.

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John Schmisek, Chairman  
Grand Forks County Commission

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Debbie Nelson, County Auditor