

GRAND FORKS COUNTY COMMISSION MEETING

December 16, 2014 – 4:00 P.M.

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

Moved by Schmisek, seconded by Malm, to approve the minutes of the December 2, 2014 meeting. Motion carried unanimously.

Moved by Pic, seconded by Malm, to approve the order of the agenda, adding Don Shields, Public Health Director after item four. Motion carried unanimously.

Moved by Schmisek, seconded by Malm, to approve the consent agenda. Items in the consent agenda included: bills as submitted by the County Auditor, Check #6290-6555 in the amount of \$827,168.51 and purchasing card transactions in the amount of \$23,385.49; employee status changes for Aaron Weber and Brock Sullivan; Liquor/Beer Licenses for Grand Forks Country Club and the Hitching Post Bar and Grill; Game of Chance Permit for Company Grade Officer Council; Social Services out-state travel; bond for check reissue; November financial report; Lind Township Assessing Agreement; and North Dakota Department of Transportation Maintenance Certification. Motion carried unanimously.

Don Shields, Public Health Director, said this is the last Commission Meeting before he retires, January 2, 2015, and he said he wanted to thank each of the Commissioners for their help and support over the years. The Commission thanked Mr. Shields for his dedicated service.

Sheriff Rost addressed the board.

Moved by Malm, seconded by Schmisek, to open the bids for 2015 Production Model Year, Ford Police Package, Interceptor Utility Vehicle. Motion carried unanimously. Motion carried unanimously.

The following bids were received:

Hatton Ford Inc.	\$30,563
Litha of Grand Forks	\$32,500

Moved by Malm, seconded by Falck, to accept the low bid of \$30,563 by Hatton Ford Inc. Motion carried unanimously.

Darrell Nottestad addressed the board.

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, 2015. Motion carried unanimously.

Lane Magnuson, County Planner, addressed the board.

Moved by Malm, seconded by Pic, to approve the plat of Kvidt Subdivision in the SW1/4 of section 14, Allendale Township with the following condition: access control lines shall be shown on the plat indicating existing access location. Motion carried unanimously.

Debbie Nelson, Finance and Tax Director, addressed the board.

Moved by Schmisek, seconded by Pic, to authorize the Chairman or Vice Chairman to approve any bills that come in before the end of the year. Motion carried unanimously.

Moved by Schmisek, 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 unanimously.

Fund	Budget	Expenses as of 12/5/2014	Over Budget	Amendment
2161 FEMA 2009	\$ -	\$ 128,446	\$ (128,446)	\$ 129,000
2162 FEMA 2010	\$ -	\$ 140,277	\$ (140,277)	\$ 141,000
2310 Historical Society	\$ 59,458	\$ 60,971	\$ (1,513)	\$ 1,650
2350 Senior Citizens	\$ 416,438	\$ 424,148	\$ (7,710)	\$ 8,000
2410 County Fair	\$ 102,916	\$ 107,309	\$ (4,393)	\$ 4,500
2520 GF Narcotics Task Force	\$ 10,000	\$ 20,068	\$ (10,068)	\$ 12,000
2950 Economic Development	\$ 256,962	\$ 261,632	\$ (4,670)	\$ 5,000
2989 Parking Ramp Maintenance	\$ 55,500	\$ 67,172	\$ (11,672)	\$ 12,000
5000 Special Assessment Fund	\$ 31,380	\$ 36,556	\$ (5,176)	\$ 6,000
6010 GFCSS Client Opportunity	\$ 8,000	\$ 15,346	\$ (7,346)	\$ 9,000
8005 Garrison Diversion	\$ 240,305	\$ 245,030	\$ (4,725)	\$ 5,000
8006 Water Resource Board	\$ 733,629	\$ 756,425	\$ (22,796)	\$ 23,000
8007 County Library Service	\$ 550,000	\$ 582,235	\$ (32,235)	\$ 32,500
8008 RR Joint Management	\$ 424,136	\$ 486,507	\$ (62,371)	\$ 62,500
8010 Ambulance	\$1,426,192	\$1,463,337	\$ (37,145)	\$ 37,500
8019 Regional Airport Authority	\$ 202,707	\$ 210,628	\$ (7,921)	\$ 8,000
8033 Eastern Soil	\$ -	\$ 19	\$ (19)	\$ 20
8063 GFC Soil Conservation Dist.	\$ 300,000	\$ 312,611	\$ (12,611)	\$ 13,000

Moved by Schmisek, seconded by Pic, to amend the Grand Sky Administrative Fees line item in the BRIC/EUL Department budget by \$108,150 and pay the Kutak Rock, LLP the following invoices: November 21, 2013 for \$22,894.30, November 22, 2013 for 42,263.50, October 16, 2014 for 10,509.90 and December 5, 2014 for \$32,480.57. Motion carried unanimously.

Peter Welte, State Attorney, addressed the board.

Moved by Pic, seconded by Schmisek, to approve the Agreement for Attendant Care Services with Lutheran Social Services, effective January 1, 2015. Motion carried unanimously.

Mr. Welte reviewed Policy #105-26 Grievance Procedures with the Commission.

Nick West, Highway Engineer, addressed the board.

Ed Nierode, Director of Administration, told Mr. West to notify the grieving employees they must attend the appeal hearing at 9:30am, Thursday, December 18, 2014.

Mr. Nierode presented the options that were requested of Fox, Lawson & Associates. They should have a cost estimate at the January 6, 2015 Commission Meeting.

Commissioner Schmisek reviewed some of the highlights of the Governor’s Executive Budget – Summary.

Nick West, County Engineer, addressed the board.

Moved by Schmisek, seconded by Malm, to approve the following policy: The base rate of compensation for seasonal or part-time equipment operators shall be a Grade 8 Step 1, (Equipment Operator II). The base rate of compensation for seasonal or part-time laborers shall be a Grade 6 Step 1. Adjustments in pay shall be concurrent with the full time employee policy. This policy is effective January 1, 2015. Motion carried unanimously.

Moved by Schmisek, seconded by Malm, to direct Peter Welte to send an email to all the Assistant States Attorneys, to let them know the Grand Forks County Commission is seeking applicants for the appointment to the States Attorney position. The appointment will be effective until the next General Election. Applications should be submitted to the Finance and Tax Director by December 31, 2014. Motion carried unanimously.

Moved by Malm, seconded by Schmisek, to appoint Sheriff Rost as the Interim Emergency Manager, effective January 1, 2015. Grand Forks City will be requested to submit a written proposal to fill the Emergency Manager vacancy by January 31, 2015. Motion carried unanimously.

Moved by Malm, seconded by Pic, to approve the following Commission assignments. Motion carried unanimously.

External Board Assignments

Boards without Terms:

Base Realignment.....	Commissioner Schmisek
Alternate	Commissioner Falck
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 Pic

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

Emergency Management (2 Yr. Term, Expires 12/16)	Commissioner Knauf
GF Airport Authority (5 Yr. Term, Expires 7/17)	Commissioner Malm
Metropolitan Planning Organization (Expires 3/16)	Commissioner Malm
NDSU Extension Service-Advisory Bd. (3 Yr. Term – 12/15)	Commissioner Pic
Northeast Human Services Advisory Board (2 Yr. Term – 12/14)	Commissioner Falck
Red River Regional Council (4 Yr. Term, Expires 12/18)	Commissioner Pic
Alternate	Commissioner Falck

Commission Portfolio Assignments

Administrative Services

Finance and Tax
Administrative Services/Human Resources
Information Systems
Recorder
Social Services
States Attorney
Tax Equalization
Veteran Service Office

Commissioner Malm-Committee Chair
Commissioner Knauf – Committee Vice Chair
Commissioner Knauf
Commissioner Falck
Commissioner Malm
Commissioner Malm
Commissioner Pic
Commissioner Schmisek
Commissioner Pic
Commissioner Knauf

Public Safety and Infrastructure

*(Chair and Vice Chair to be determined
at 1st meeting of the year)*

Commissioner Pic
Commissioner Schmisek
Commissioner Falck

Building Maintenance
Correctional Center
County Highway
Emergency Management
Juvenile Detention
Sheriff

Commissioner Malm
Commissioner Falck
Commissioner Knauf
Commissioner Knauf
Commissioner Falck
Commissioner Falck

Commissioner Malm asked Ed Nierode to contact Sheriff Rost to ask how many Grand Forks County residents would benefit from a social detox center.

The meeting adjourned at 5:40pm. The next meeting will be held on January 6, 2015 at 4:00pm.

Diane Knauf, Chair
Grand Forks County Commission

Debbie Nelson, County Auditor