

GRAND FORKS COUNTY COMMISSION MEETING

July 17, 2012 – 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 July 3, 2012 meetings. Motion carried.

Moved by Malm, seconded by Pic, to approve the order of the agenda, adding a Special Event Permit after the consent agenda. Motion carried.

Moved by Malm, seconded by Knauf, to approve the consent agenda. Items in the consent agenda included: bills as submitted by the County Auditor, Check #161268-161509 in the amount of \$645,407.53 and purchasing card transaction in the amount of \$28,011.85; employee status changes for Virginia Rodriguez, Jan Bergman, Derek Biermaier, Alan Underwood, Grant Jarche and Tyler Hoff; overtime; County Deed on parcel #49-1801-00063-003; and out-of-state travel for Social Services. Motion carried.

Mike Martin, 220 Towner Ave, Larimore, addressed the board.

Moved by Pic, Seconded by Knauf, to approve a Special Event Permit Alcoholic Beverage License for The Damm Bar & Grill, Larimore, ND to sell alcoholic beverages on August 4, 2012 at the Niagara City Park. Motion carried.

Lane Magnuson, County Planner, addressed the board.

Moved by Murphy, seconded by Malm, to approve a variance request of Richard Ostlie to allow an agricultural structure to be placed 50' from centerline of a minimum maintenance township road in the NE ¼ of section 21, Northwood Township. Motion carried.

Bret Burkholder, Correctional Center Administrator, addressed the board.

Moved by Pic, seconded by Knauf, to allow Mr. Burkholder to attend the Federal Bureau of Prisons Regional Contractors' Training Conference on August 28-30, 2012 in St. Louis, MO. Motion carried.

Amber Gudajtes, Tax Equalization Director, addressed the board.

Moved by Murphy, seconded by Malm, to approve the abatement applications of Margo Lentz on parcel number 44-2303-00095-000 and reduce the 2010 True and Full Value from \$123,100 to \$75,740 and the 2011 True and Full Value from \$125,300 to \$76,840. Motion carried.

Moved by Pic, seconded by Malm, to recess the board and convene as the Board of Equalization. Motion carried. It was 4:12pm.

Moved by Pic, seconded by Malm, to recess the Board of Equalization and reconvene the County Commission Board. Motion carried. It was 4:16pm.

Debbie Nelson, Finance and Tax Director, presented the June 2012 Financial Report.

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 4:24pm. Motion carried.

Moved by Malm, seconded by Pic, to end the executive session and resume the regular meeting. Motion carried. It was 4:31pm.

Moved by Pic, seconded by Malm, to have Mr. Welte write a letter to Mr. Finstad to inform him that he can no longer function as an attorney, representing any clients, either veterans or non-veterans, either inside or outside the scope of his duties as Veterans Service Officer. Motion carried.

Moved by Malm, seconded by Pic, to approve adding Tax Equalization and County Recorder to the department listing in Grand Forks County Policy Manual, policy 101-04, and to remove the Public Administrator as a department. Motion carried.

Moved by Murphy, seconded Malm, to add the definition of a “County Employee” to the Grand Forks County Policy 104-02, Donation of Vacation Leave, to mirror the definition in Policy 104-06, Donation of Sick Leave. Motion carried.

Moved by Malm, seconded by Pic, to add “extraordinary or” before “severe illness” and also specifying that conditions related to normal pregnancy do not apply to Policies 104-02, Donation of Vacation Leave and 104-06, Donation of Sick Leave. Motion carried.

Administrative Services Committee meetings have been set for reviewing the 2013 Budget for July 30th, 31st and August 3rd, if needed.

The Administrative Services Committee will be looking at the human resource and risk management functions of the County at the next meeting.

Moved by Murphy, seconded by Knauf, to change the last sentence of the first paragraph on page 3 of the Grand Forks County Policy 105-26, Grievance Procedures to read as following: The Department Manager must also provide a copy of the written grievance to the person who made the decision being grieved. Motion carried.

Moved by Pic, seconded by Knauf, to approve the Chair’s signature on a letter to Secretary Yonkers requesting a meeting in regards to an Enhanced Use Lease at the Grand Forks Air Force Base. Motion carried.

The following Commissioners names will be submitted for consideration for the North Dakota County Commissioners Association Standing Committees: Commissioner Schmisek’s first choice is the Nominating Committee, second choice is the Finance and Audit Committee; Commissioner Malm will be submitted for the Legislative Committee; and Commissioner Pic will be submitted for the Nominating Committee. Any other Commissioners interested in serving on a committee should submit their name to Ms. Nelson by July 27, 2012.

Moved by Malm, seconded by Pic, to adjourn. Motion carried. The meeting adjourned at 5:02pm. The next meeting will be held on August 7, 2012.

Cindy Pic, Vice Chair
Grand Forks County Commission

Debbie Nelson, County Auditor