

GRAND FORKS COUNTY COMMISSION MEETING
December 18, 2012 – 4:00 P.M.

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

Moved by Malm, seconded by Schmisek, to approve the minutes of the December 4, 2012 meeting. Motion carried unanimously.

Moved by Malm, seconded by Murphy, to approve the order of the agenda. Motion carried unanimously.

Moved by Knauf, seconded by Schmisek, to approve the consent agenda. Items in the consent agenda included: bills as submitted by the County Auditor, Check #163744-163749 and Check#163751- 164021 in the amount of \$548,897.47 and purchasing card transactions in the amount of \$31,078.92; employee status changes for Alexis Stechmann, Corey Graff, Greg Amundson, and Daryl Lund; overtime; Liquor/Beer Licenses for Grand Forks Country Club, Grand Forks Gun Club and the Hitching Post Bar and Grill; Game of Chance Permit for Midway Public School; Social Services out-state travel; County Board of Equalization will be June 4, 2013; and Chair's signature on Contract Addendum for Detention Service for Larimore and Emerado Cities. Motion carried unanimously.

Myron Knutson, Public Financial Management, addressed the board.

Moved by Murphy, seconded by Malm, to proceed to offer, at a public sale on February 5, 2013, General Obligation Refunding Bonds, Series 2004, in amount not to exceed \$1,200,000. Motion carried unanimously.

Richard Onstad, Highway Superintendent, addressed the board.

Moved by Malm, seconded by Schmisek, to set the Highway Department's Annual Bid Letting for February 5, 2013 at 1:30 pm. Motion carried unanimously.

Moved by Murphy, seconded by Knauf, to appoint Leigh Jeanotte, Sue Eisenzimmer, Robert Rost, Michael Coachman and Commissioner Pic to two year terms on the NE Human Service Advisory Board beginning January 1, 2013. Motion carried unanimously.

Moved by Malm, seconded by Schmisek, to appoint Gordon E. Thompson and Kenneth Farrell for a three year terms to the Grand Forks County Water Board beginning January 1, 2013. Motion carried.

Moved by Schmisek, seconded by Malm, to appoint Robert Leake and Gregory McMahon to the Grand Forks County Weed Board for four year terms beginning January 1, 2013. Motion carried unanimously.

Sheriff Rost addressed the board.

The following bids were received on the 1996 Chevrolet Utility Blazer Sheriff's Department vehicle:

Lori Toews	\$2,001.00
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Mike Lee	\$1,326.97
Mark Bjerknæs	\$1,386.00
Diane Churchill	\$1,877.50
Robert Glinski	\$1,234.00

Moved by Murphy, seconded by Knauf, to accept the high bid of \$2,001 from Lori Toews, Grand Forks for the 1996 Chevrolet Utility Blazer. Motion carried unanimously.

Lane Magnuson, County Planner, addressed the board.

Moved by Knauf, seconded by Schmisek, to forgive all junk abatement special assessments, penalties, and interest for parcel numbers: 11-4001-00005-000, 11-4001-00006-000, 11-4001-00007-000, 11-4001-00008-000, 11-4001-00012,000, 11-4001-00013 and 11-4001-00014-000, and allow the sale of the properties to Aaron and Jill Sweeney for the amount of \$3,350.60. Motion carried unanimously.

Brian Schill, Grand Forks Public Library Board President, addressed the board.

Lonnie Laffen, JLG Architects, presented a maintenance needs and upgrade recommendation study prepared for the Grand Forks Public Library.

Wendy Wendt, GF Public Library Director, addressed the board.

Chair Pic requested that Mr. Schill ask the Grand Forks Public Library Board to consider appointing a Grand Forks County Commissioner to serve on the board, in addition to the mentioned participation on the Library Task Force.

Debbie Nelson, Finance and Tax Director, gave the November 2012 financial report.

Moved by Schmisek, seconded by Malm, to authorize Commissioner Murphy to approve any bills that come in before the end of the year. Motion carried unanimously.

Moved by Murphy, seconded by Schmisek, 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	Projected Expenses	Over Budget	Amendment
2161 FEMA 2009	\$ -	\$ 37,405	\$ (37,405)	\$ 38,000
2163 FEMA 2011	\$ -	\$ 264,417	\$ (264,417)	\$ 265,000
2170 Ref Improv Bnds/95	\$ -	\$ 655	\$ (655)	\$ 700
2310 Historical Society	\$ 52,793	\$ 54,003	\$ (1,210)	\$ 1,300
2350 Senior Citizens	\$ 355,333	\$ 361,240	\$ (5,907)	\$ 6,000
2410 County Fair	\$ 92,764	\$ 95,019	\$ (2,256)	\$ 2,300
2505 Crime Prevention	\$ -	\$ 720	\$ (720)	\$ 800
2520 GF Narcotics Task Force	\$ -	\$ 11,030	\$ (11,030)	\$ 11,500
2940 Advertising	\$ 15,000	\$ 16,037	\$ (1,037)	\$ 2,000
2950 Economic Development	\$ 226,735	\$ 234,474	\$ (7,739)	\$ 7,800
2970 Weed Control	\$ 313,067	\$ 319,100	\$ (6,033)	\$ 8,000
2989 Parking Ramp Maintenance	\$ 50,500	\$ 55,500	\$ (500)	\$ 500
6010 GFCSS Client Opportunity	\$ -	\$ 7,778	\$ (7,778)	\$ 8,500

7001	County Recorder Tech	\$ -	\$ 49,285	\$ (49,285)	\$ 50,000
8001	State Tax	\$ 197,846	\$ 197,847	\$ (1)	\$ 1
8005	Garrison Diversion	\$ 207,946	\$ 216,598	\$ (8,652)	\$ 8,700
8006	Water Resource Board	\$ 698,262	\$ 727,223	\$ (28,960)	\$ 29,000
8007	County Library Service	\$ 490,665	\$ 506,224	\$ (15,559)	\$ 16,000
8008	RR Joint Management	\$ 400,000	\$ 429,223	\$ (29,223)	\$ 29,500
8010	Ambulance	\$1,240,184	\$1,296,721	\$ (56,537)	\$ 57,000
8013	Western Soil	\$ -	\$ 1	\$ (1)	\$ 1
8019	Regional Airport Authority	\$ 168,410	\$ 172,142	\$ (3,732)	\$ 4,000
8027	Hazard Chemical Prep-Resp	\$ -	\$ 4,831	\$ (4,831)	\$ 5,000
8033	Eastern Soil	\$ -	\$ 13	\$ (13)	\$ 13
8063	GFC Soil Conservation Dist.	\$ 300,000	\$ 317,751	\$ (17,751)	\$ 18,000
8094	Contract Policing-Spe Dep	\$ -	\$ 54,257	\$ (54,257)	\$ 55,000
8098	GF CO-Dive Rescue Unit	\$ -	\$ 9,343	\$ (9,343)	\$ 9,400

Moved by Malm, seconded by Schmisek, to discontinue two payroll deductions because those employees participating is less than 10 employees, according to Policy 04-04. The employees will be notified of the change. Motion carried unanimously.

Peter Welte, State Attorney, addressed the board.

Moved by Schmisek, seconded by Knauf, to allow up to \$4,000 in overtime in the States Attorney's Office, effective in 2013. Motion carried unanimously.

Ed Nierode, Director of Administration, addressed the board.

Peter Welte, States Attorney, addressed the board regarding the smoking ban. Smoking is prohibited within twenty feet of entrances, exits, operable windows, air intakes, and ventilation systems of enclosed area. An individual who smokes in an area in which smoking is prohibited would be punishable by a fine of up to \$50. The Commission would also be subject to a fine if they willfully fail to comply with the law for any property within their control.

Don Shields, Public Health Director, addressed the board.

Moved by Schmisek, seconded by Murphy, to approve a \$250 nonrefundable application fee for a Smoke Free Law Variance Request. Motion carried unanimously.

All Smoke Free Law Variance Requests will be submitted to Public Health. Public Health will staff all requests with the States Attorney's Office.

Smoking ban violations could be reported to Public Health or the Sheriff's Department.

The smoking ban will be on the agenda of the January 8, 2013 Public Safety and Infrastructure meeting.

The Bereavement Leave Policy will be on the agenda for the next Administrative Service meeting on January 8, 2013.

The States Attorney’s Office will review the Seat Belt, Distracted Driving, and the Drug and Alcohol Driving Policies for the next Administrative Services meeting on January 8, 2013. The States Attorney’s Office will also draft a Drug Testing Policy.

The Use of County Vehicle Policy will be on the agenda for the Administrative Services meeting on January 8, 2013.

Moved by Murphy, seconded by Knauf, to approve the following Commission assignments. Motion carried unanimously.

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 12/14)	Commissioner Knauf
GF Airport Authority (5 Yr. Term, Expires 7/17)	Commissioner Malm
Metropolitan Planning Organization (Expires 3/14)	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 Pic
Red River Regional Council (4 Yr. Term, Expires 12/16)	Commissioner Pic
Alternate	Commissioner Murphy

Commission Portfolio Assignments

Administrative Services

Finance and Tax	Commissioner Murphy-Committee Chair
Administrative Services/Human Resources	Commissioner Pic – Committee Vice Chair
Information Systems	Commissioner Pic
Recorder	Commissioner Schmisek
Social Services	Commissioner Murphy
States Attorney	Commissioner Malm
Tax Equalization	Commissioner Pic
Veteran Service Office	Commissioner Schmisek
	Commissioner Pic
	Commissioner Knauf

Public Safety and Infrastructure

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

Commissioner Knauf
Commissioner Malm
Commissioner Schmisek

Building Maintenance
Correctional Center
County Highway
Emergency Management
Juvenile Detention
Planning and Zoning
Sheriff

Commissioner Malm
Commissioner Murphy
Commissioner Murphy
Commissioner Knauf
Commissioner Murphy
Commissioner Malm
Commissioner Murphy

Moved by Schmisek, seconded by Knauf, to set the Commission meeting dates for the 1st and 3rd Tuesday of each month, except the meetings in January will be the 2nd and 4th Tuesday. Motion carried unanimously.

Moved by Malm, seconded by Schmisek, to adjourn. Motion carried unanimously. The meeting adjourned at 6:15pm. The next meeting will be held on January 8, 2013 at 4:00pm.

Cynthia Pic, Chair
Grand Forks County Commission

Debbie Nelson, County Auditor