

## GRAND FORKS COUNTY COMMISSION MEETING

January 8, 2013 – 4:15 P.M.

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

Moved by Murphy, seconded by Knauf, to approve the minutes of the December 18, 2012 meeting. Motion carried with Pic, Murphy and Knauf voting aye and Malm voting nay.

Moved by Malm, seconded by Murphy, to approve the order of the agenda, adding the Grand Forks County Employees Association after the consent agenda and to add three employee status change forms to the consent agenda. Motion carried unanimously.

Moved by Knauf, seconded by Murphy, to approve the consent agenda. Items in the consent agenda included: bills as submitted by the County Auditor, Check #164022-164252 in the amount of \$646,363.36; employee status changes for Amy N. Swanson, Steve Rakoczy, Daryl Lund, David Moen, Ryan Benson, Lorna Berg, David Dennison, Donna Jones, Kimberly Solarski, Samantha Suedel, Matthew Russell, Mandy Weninger, Jan Devlin and Louis Lombardi; Game of Chance Permit for Twining & Eielson Public Schools; bond for check reissue; and County Deeds on parcel numbers 45-1202-00005-000, 11-4001-00006-000, 11-4001-00007-000, 11-4001-00008-000, 11-4001-00012-000, 11-4001-00013-000 and 11-4001-00014-000. Motion carried unanimously.

Sonya Lundstrom, Grand Forks County Employees Association President, said Grand Forks County employees are concerned about the communication they received regarding implementation of the pay scale, they felt they should have been notified by the Commission or Mr. Nierode.

Moved by Murphy, seconded by Knauf, to appointed States Attorney Peter Welte as parliamentarian for the board meetings. Motion carried unanimously.

Moved by Knauf, seconded by Murphy, to adopt Robert's Rules of Order as the official procedure by which the Board of County Commissioners will conduct meetings. Motion carried with Pic, Murphy and Knauf voting aye and Malm voting nay.

Lane Magnuson, County Planner, addressed the board.

Moved by Murphy, seconded by Malm, to vote in favor of a potential road project in Thompson City. Motion carried unanimously.

Peter Welte, States Attorney, addressed the board.

Moved by Malm, seconded by Murphy, to appoint Commissioner Knauf to participate in planning an event commemorating the 100 year anniversary of the Grand Forks County Courthouse and to provide, up to, \$1,000 for the event. Motion carried with Pic, Murphy, Malm voting aye and Knauf voting nay.

Debbie Nelson, Finance and Tax Director, asked if the two employees that are currently being paid above their new grade range would be eligible for the 1% COLA. Ed Nierode said the motion by the Commission was for everyone to receive the 1% COLA.

Elected Officials will be removed from the pay plan and they will receive a 1% COLA on January 1, 2013.

Ed Nierode, Director of Administration, addressed the board.

Moved by Murphy, seconded by Malm, to approve the appeal process, as amended. Motion carried unanimously.

Peter Welte was directed to work with Don Shields, Public Health Director, to draft the language for the no smoking signs for Grand Forks County, to be reviewed at a future meeting.

Don Shields, Public Health Director, addressed the board.

Moved by Malm, seconded by Murphy, to approve the following capital improvement projects for 2013: tuck pointing, fresh air intakes, parking ramp crack, financial and taxation software, virtual serves and a new storage for the Sheriff's Department. Each department should follow the proper bidding requirements for their project. Motion carried unanimously.

Moved by Murphy, seconded by Malm, to allow the hiring procedure to continue according to the Grand Forks County Policy Manual using the new salary grid. Motion carried unanimously.

Moved by Murphy, seconded by Knauf, to require any county employee using a county vehicle to commute from their home to work and from work to their home must track the usage with a daily log of the miles, effective January 1, 2013. The county employees using county vehicles in this manner will be notified by the Finance and Tax Office. Motion carried unanimously.

Moved by Knauf, seconded by Murphy, to maintain the Correctional Officer I classification for all officers that have not attended the three week training course. Motion carried with Pic, Murphy and Knauf voting aye and Malm voting nay.

Moved by Murphy, seconded by Knauf, to maintain the current pay structure for the Highway Department seasonal employees. They should not be included in the new pay plan. Motion carried unanimously.

Vicky Hendrickson, Payroll and Human Resource Assistant, will contact Springsted to inquire about the Correctional Center Sergeant positions regarding their inconsistent grades on the new pay spreadsheet.

Moved by Murphy, seconded by Knauf, to approve the following budget amendments. Motion carried unanimously.

Fund		Budget	Projected Expenses	Over Budget	Amendment
2520	GF Narcotics Task Force	\$ 11,500	\$ 11,961	\$ (461)	\$ 500
2940	Advertising	\$ 17,000	\$ 18,041	\$ (1,041)	\$ 1,100
7001	County Recorder Tech	\$ 50,000	\$ 51,485	\$ (1,485)	\$ 1,500

Moved by Knauf, seconded by Murphy, to appoint Commissioner Malm to participate in the Grand Forks Public Library 2013 working group. Motion carried unanimously.

Moved by Knauf, seconded by Murphy, to approve the Domestic and Foreign Nonprofit Corporation Annual Report. Motion carried unanimously.

Moved by Knauf, seconded by Malm, to adjourn. Motion carried unanimously. The meeting adjourned at 6:02pm. The next meeting will be held on January 22, 2013 at 4:00pm.

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Cynthia Pic, Chair  
Grand Forks County Commission

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Debbie Nelson, County Auditor