

GRAND FORKS COUNTY COMMISSION MEETING

October 6, 2015 – 4:00 P.M.

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

Moved by Malm, seconded by Pic, to approve the minutes of the September 15, 2015 meeting. Motion carried unanimously.

Moved by Falck, seconded by Pic, to approve the order of the agenda adding Grand Sky after item #10. Motion carried unanimously.

Moved by Malm, seconded by Falck, to approve the consent agenda. Items in the consent agenda included: bills as submitted by the County Auditor, Check #10683-10936 in the amount of \$1,880,033.66; employee status changes for Kelsey M. Franks, Delicia Glaze, Dawn N. Nygaard-Koplin, Angela R. Panzer, Kristi Schmitke, Erika M. Tisdale, Megan Ashley Anderson, Shannon Scheeweis, Cassandra Herbst, Zachary Daniels and Jake Mutzenberger; overtime; Airman Activity Council game of chance permit; and bond for check reissue. Motion carried unanimously.

Donna Flaten, Emergency Management Assistant, addressed the board.

Moved by Falck, seconded by Engen, to approve the Chair's signature on the Evacuation and Shelter in Place Plan. Motion carried unanimously.

Moved by Pic, seconded by Malm, to approve the Chair's signature on the Shelter and Mass Care Plan. Motion carried unanimously.

Moved by Engen, seconded by Pic, to approve the Mutual Aid Agreements with Walsh, Nelson, Traill and Pembina Counties in order to more effectively respond and provide public safety services during emergency situations. Motion carried unanimously.

Linda Kuster, NDSU Extension Family Nutrition Program Assistant, addressed the board.

Moved by Pic, seconded by Engen, to approve in-kind support for the Family Nutrition Program (FNP) during the granting period of October 1, 2015 through September 30, 2016. Motion carried unanimously.

Sheriff Rost addressed the board.

Moved by Malm, seconded by Pic, to approve the Law Enforcement Services Contract with Larimore City. Motion carried unanimously.

Moved by Pic, seconded by Falck, to approve the ND Department of Transportation Traffic Safety Contract. Motion carried unanimously.

Nick West, County Engineer, addressed the board.

Moved by Malm, seconded by Pic, to waive the clerical error and accept the lowest bid from Swingen Construction to rehabilitate bridge 18-131-20.3. Motion carried unanimously.

Moved by Malm, seconded by Engen, to allow the Highway Department to solicit quotes for the purchase of four new tractors in 2016, quote to include the trade-in of four New Holland TM tractors. Motion carried unanimously.

Michele Thiel, Human Resource Director, addressed the board.

Moved by Pic, seconded by Engen, to have all Employee Status Changes forms, first be reviewed by the HR Director before approval by the board. The HR Director will develop a procedure for this change and will communicate the process to all Department Managers. Motion carried unanimously.

The HR Director will review the Employee Policy Manual in a two-step process, first the top priority policies and then the requested policy changes.

Moved by Malm, seconded by Pic, to approve Employee Status Changes for Tressa Miller, effective May 5, 2015 with a lump sum payment of \$954.59 and for Richard Turner, effective May 25, 2015 with a lump sum payment of \$1,382.81. Motion carried unanimously.

Moved by Malm, seconded by Pic, to approve the appraised value of the real estate acquired by tax deed and to set the minimum sale price at the amount of 3 years taxes due, plus special assessments, penalties, interest and costs, plus amount equal to the estimated taxes and special assessments for the current assessment year plus \$100 and set the Property Appraisal hearing for November 3, 2015 at 4:00pm. Motion carried unanimously.

Brad Gerken, Grand Sky Development Company, addressed the board.

Moved by Falck, seconded by Engen, to accept Alternate 1 for \$99,303.10 and Alternate 2 for \$131,531.50, plus bonds, from RJ Zavoral & Sons for the Grand Sky Phase I Roadways project, awarded July 21, 2015. This will be paid first from the Department of Transportation funds received in 2013 and the remaining amount will be funded by the 2015 Department of Commerce funds. Motion carried unanimously.

David Jones, States Attorney, addressed the board.

Moved by Pic, seconded by Malm, to contract with Candy Hess, for up to 150 hours, at a rate of \$28.54 and allow 80 hours of overtime in the States Attorney's office to close files, enter dispositions, judgements and process fingerprints, effective October – December 2015. Motion carried unanimously.

Michele Thiel, Human Resource Director, gave an update on the Fair Board Manager position. Interviews will be conducted this week of seven of the seventeen candidates. She also informed the board that Karise Goelz has been hired as the Emergency Manager and will start November 1, 2015.

Moved by Malm, seconded by Pic, to approve the Agreement for Attendant Care Services. Motion carried unanimously.

Moved by Malm, seconded by Pic, to adjourn. Motion carried unanimously. The meeting adjourned at 5:34pm. The next meeting will be held on October 20, 2015 at 4:00pm.

Diane Knauf, Chair
Grand Forks County Commission

Debbie Nelson, County Auditor