

June 21, 2016

The Williams County Commission met in regular session this 21st day of June, 2016 beginning at 8:00 AM in the Memorial Room of the Williams County Courthouse.

Chairman Montgomery called the meeting to order. Innis marked roll call: Ramberg-here, Aberle-here, Hanson-here, and Kalil-here.

There being a quorum, Chairman Montgomery proceeded.

Chairman Montgomery stated that a motion has to be given to hold an Executive Session at 9:00 AM for Attorney consultation to discuss Pilot. The legal authority for holding an Executive Session is NDCC Section 44-04-19.1 subsection 2, and NDCC Section 44-04-19.2 subsection 1. Kalil moved Hanson seconded to hold an Executive Session at 9:00 AM in Courtroom #202 on the second floor of the Williams County Courthouse. Motion carried.

Kalil moved Ramberg seconded approval of the consent agenda:

1. Bills to be paid June 22, fees from the various departments of Register of Deeds \$42,894.10; Auditor \$1,625.00; Sheriff \$272,053.67 totaling \$316,572.77
2. Prorate of Assessments for 2015 City of Grenora Grenora OT L8 B11 Section 12 T159 R103 from 2,200 to 500 and 2015 Williams County Bruegger’s 2nd Addition to the City of Williston from 26,600 to 0.
3. Duplicate Warrant requests:

Warrant Number	Date Issued	Amount	Purpose	Payee
75377	03/03/2016	\$ 71.88	Travel Expenses	Jessica Novela
73385	11/10/2015	\$ 71.88	Travel Expenses	Angela Newbern
66792	09/09/2014	\$ 456.82	Witness Fee	Levi Cabler
67312	10/14/2014	\$2,000.00	Invoice #53744	Epping Rural Fire Dept
74902	02/09/2016	\$ 76.67	Mailbox	Marti Haugen
66893	09/24/2014	\$ 184.70	Payroll	Tate Cymbaluk
70915	06/03/2015	\$ 92.35	Meeting	Charell Schillo

(Copy included in minutes)

4. Designate Wells Fargo Bank as a depository per NDCC 21-04-05
5. Beer/Liquor License for Painted Woods Sporting Complex

Motion carried.

Dennis Nelson, County Highway Superintendent brought back the issue of concrete or asphalt for 52nd St project which was undecided. Nelson stated that there are a couple of easements that they have not obtained. The expected yearly maintenance for the chip seal (asphalt) would be approximately \$10,000.00 to \$15,000.00 and the life span of the concrete would be approximately 25 years. Kalil moved Aberle seconded to go with concrete for the road work for 52nd St. Motion carried.

Aberle moved Ramberg seconded authorizing the Chairman to sign the reimbursement letters to the NDDOT for the Double Chip Seal for County Roads #8, #15, and #42. Motion carried.

Kalil moved Hanson seconded authorizing the Chairman to sign the contract awarded to Northern Improvement for Special Paving District Project 16-4-03. Motion carried.

Hanson moved Aberle seconded authorizing the Chairman to sign the Notice to Proceed and contracts for the box culverts project south of Epping on County Road #42 awarded to JMAC. Motion carried.

Nelson reported that no bids were received on the removable of the fuel tanks at the old County Highway shop.

Aberle stated that he will speak with Nelson and Jerry Summerville (Parks Manager) concerning the burying the bullheads to be eradicated from the Epping/Springbrook Dam by the ND Game & Fish.

Discussion was held on a building permit at Blacktail Dam where the owner is trying to build a structure across two lots. Darcy Anderson, Tax Director stated that the lots can be combined for taxation purposes. All she needs is a letter from the owner. Yana Ness, Senior Planner stated that if they want to go from two lots to one lot they will have to go through the Planning/Zoning Process, possibly with a "Certificate of Survey". IF this is not completed their office will not allow. The Commission will instructed Ness to speak with Mark Barstad, builder.

The Commission received correspondence from Tom Selby concerning the notice of increases he received in the mail for the continuation of the Board of Equalization were not delivered within the required time frame by law. The Commission stated that they are not responsible for the mail delivery. Anderson stated that Selby received courtesy notices and the law pertains only to owners that had an increase. Selby's property did not increase in value, but decreased.

Ness presented old Planning/Zoning business of a clarification of the denial of a conditional use permit for storage containers for Bradley Mabeus. The conditions to Mabeus were the removal of all storage containers by June 15, 2016 (including personal) and all items to be removed from the County Highway right of way immediately. Ness stated that there are other property owners within the subdivision that have storage containers for their personal use, but no one has complained about them and they are not eye sores. Ramberg stated that someone needs to look at the covenants and the motion was to remove them all. No further action was taken.

Ness introduced Nathan Hall the new Staff Planner and thanked the Commission for her tenure at Williams County.

Kristi Hanson, Finance Director handed out a budget timeline. She is asking the Commission for direction on the budgeting for 2017 so she can direct the Departments on how to proceed with their budgets. The Commission requested a budget forecast for income and to hold the budgets at a 5-10% reduction to follow the lead of the State. Helen Askim, HR Director will work on her portion of the budget (salaries/benefits) and get the information to the Commission.

Askim presented her open positions report. Hanson moved Ramberg seconded to fill the position at Social Services (Foster Care Division). Motion carried.

Askim reported that there is an opening in the Facilities Department due to the upcoming retirement of George Pederson. Jim Steinman spoke with her concerning the position and they need to get the position filled and the duties outlined for the position, which will be the over site of the County's property. The title for the position will have to be changed to reflect the changes in responsibilities, such as the General Services Director. Kalil moved Aberle seconded to create the new position. Motion

carried. (Copy included in minutes) As Kalil is the Department portfolio Commissioner he will work with Askim to formalize the job description, advertise for the position (hire in September or October), not too long of a training overlap, and keep Chairman Montgomery in the loop.

Chief Deputy Kvande gave a Correctional Center update as to where our inmates are being housed.

Due to scheduling conflicts with the Commission and the 4th of July holiday the first meeting of July will be held July 6th.

The Commission recessed for the Executive Session at 8:43 AM.

The Commission returned from the Executive Session and adjourned the meeting at 9:37 AM.