

**PROCEEDINGS OF THE BOARD OF WALSH COUNTY COMMISSIONERS
MARCH 7, 2023**

March 7, 2023 – 5:00 p.m.

The meeting was called to order and bills were reviewed.

Members present: Chairman Skorheim, Commissioners Barta, Brintnell and Suda. Commissioners Anderson participated via zoom at 5:30 p.m.

At 5:30 p.m. the Pledge of Allegiance was recited.

Commissioner Suda moved to approve the February 21, 2023, regular meeting minutes, monthly bills and additions of new hire, Beer & Bacon Event, retirement, public hearing, County Day, jail funding, Tyler and payroll. Second by Brintnell. Motion carried.

Brad Brummond, County Agent, presented a letter with his notice of retirement. After serving 30 years as county agent and almost 41 with the extension office he will be retiring on April 28th. Amy Chally is resigning and March 31st is her last day. Katie Thompson will be County Coordinator when Brad is gone. Commissioners thanked Brad for his years of service, and his dedication to the kids and the 4-H Program. NDSU has some big shoes to fill. Brad would like to continue to be a part of the discussion and final conclusion for the arena. **Motion by Barta to accept the retirement of Brad Brummond with regrets.** Second by Anderson. Upon roll call vote all voted yes. Motion carried.

Jason Johnston, Highway Superintendent, appeared via telephone for the following:

- McCanns will pay the Houston Engineering bill for \$7,400 for the County Road 15 culvert.
- The chip spreader left on a semi Monday, March 6th.
- Presented 2 bills for NDDOT for bridge inspections. **Motion by Brintnell to pay \$9,204.86 for Project BRC-BRS-0099(011) and \$1,029.30 for Project BRC-BRS-0099(015).** Second by Suda. Upon roll call vote all voted yes. Motion carried.
- Kringstad Ironworks has not gotten back to Jason with the price of 1 reclaimer.
- Discussed gravel bids. **Motion by Barta to approve the 2023 gravel bids as presented.** Second by Anderson. Upon roll call vote all voted yes. Motion carried.
- Gave an update on the transportation conference.
- Informed the commission that bridge projects starting with “BRJ” are covered 100%.
- Highway department has a small list of culverts to open up.
- Commissioner Barta talked to 5 other counties about a county vehicle for the highway superintendent. Johnston said it was part of his compensation package. Mentioned GPS for the emergency management vehicle. Discussed personal use and 1099's for employees. It was determined that driving to and from work is part of his job for checking roads and no 1099 was necessary.

Ron Jurgens, Sheriff, was present for the following:

- Thanked Jason for having the highway crew put up the wall in the LEC basement. It is much appreciated.
- Presented a bid for a fingerprinting machine in the courtroom along with a letter of support from State's Attorney, Kelley Cole. All criminal cases require fingerprinting. The judge may require fingerprinting as part of their bond condition but many individuals do not walk across to the jail to get fingerprinted even though the judge has told them too. Fingerprints are required to press charges. The county does have 1 fingerprinting machine in the jail. The cost is approximately 20,000. After a lengthy decision **motion by Suda to approve the bid from Idemia for \$19,278 for equipment and \$ 2116 for maintenance of the Tenprint/Palm Capture – Desktop model, to be paid with COVID funds.** Second by Barta. Upon roll call vote all voted yes. Motion carried. If they can't print to the jail printer a printer may be purchased.
- A commissioner from Steele County had reached out to him and they are only interested in contract beds from Walsh County. Also discussed having a quorum of commissioners at these jail meetings.
- Commissioner Barta shared some USDA Development Loan information with Commissioner Brintnell who is on the finance committee for the jail.

Commissioners were provided a copy of the new EAP Program services available to county employees. The NexGen EAP is free through the county's NDPHIT health insurance.

The intern that worked with the county this past summer would be interested in doing some IT work for the county. The county would have to check and see if there would be any issues hiring someone under 16 or 18 years of age. Tanya had sent out a survey in regard to IT services and has shared that with the commissioners.

The 2021 audit was discussed. The only concern was recurring issues relating to the budget. Otherwise, lack of segregation of duties is unavoidable with smaller offices and only 1 or a few employees. **Motion by Anderson to approve the 2021 audit.** Second by Brintnell. Upon roll call vote all voted yes. Motion carried.

The auditor's office has hired Angie Scherer for the Deputy Auditor I position. She started March 6th.

The water board is holding a public meeting on April 4th that requires 3 commissioners to be present. There will be at least 3 commissioners present, if not all 5.

Commissioner Suda will be attending County Day in Bismarck tomorrow.

The data for general ledger and payroll have been submitted to Tyler for the new software system.

Commissioner Brintnell will check with HR to see where we are at with the time sheet that is supposed to be utilized by employees.

The Summer Kitchen will participate in the Beer and Bacon Bash being held March 23rd.

Kris Molde, Auditor, submitted her notice of retirement and will be done April 28, 2023. **Motion by Brintnell to accept the retirement of Auditor Molde with regrets.** Second by Suda. Upon roll call vote all vote yes. Motion carried. Barta suggested that they look at the role of an administrator again as well as restructuring for efficiency.

Arcasearch is using the LEC courtroom to scan in the commission books and make them available digitally.

Report of county offices for fees collected during February: County Recorder \$5,359.98 and Sheriff fees \$ 2,555.08

Meeting adjourned at 7:25 p.m.

Dennis Skorheim, Chair

Attest:

Kris Molde, Auditor