

**BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
JANUARY 3, 2019 9:00 A.M.**

Chairman Harley Steffen called the meeting to order. Commissioners Robert Schmeling and Paul Schmitz were present, along with States Attorney Christina Wenko and Gene Hamilton.

Commissioner Steffen made a motion to accept the agenda with the changes and Commissioner Schmitz seconded. Motion carried.

Commissioner Schmeling made a motion to appoint Commissioner Steffen as the Chair of the Board for 2019 and Commissioner Schmitz seconded. Motion carried.

Commissioner Steffen made a motion to appoint Commissioner Schmitz as the Vice Chair of the Board for 2019 and Commissioner Schmeling seconded. Motion carried.

Commissioner Schmeling made a motion to approve the December regular and special meeting and 2018 final meeting minutes and Commissioner Schmitz seconded. Motion carried.

Commissioner Schmeling made a motion to approve the prepaid and current vouchers for payment and Commissioner Schmitz seconded. Motion carried.

Current business brought before the Board:

- Commissioner Schmitz made a motion to appointment Commissioner Schmitz to the Roosevelt Custer Board, Commissioner Steffen to the Community Action Board, Commissioner Schmitz to the GVC Zoning Board, Commissioner Schmitz to the Social Services Board, Commissioner Schmeling to the Airport Board and Commissioner Steffen to the Library Board and Commissioner Steffen seconded. Motion carried.
- The following resolutions have been adopted:

RESOLUTION 2019-1

APPOINTMENT OF OFFICERS, CLERKS, CUSTODIAN, & ROAD FOREMAN

STATES ATTORNEY	CHRISTINA WENKO
TAX & ZONING DIRECTOR	HENRY GERVING
CUSTODIAN	GENE SKOGLUND
ROAD FOREMAN	PETER WIRTZFELD
VETERANS SERVICE OFFICER	HENRY GERVING
CORONER	JOHN FOSTER
CAFETERIA PLAN ADMINISTRATOR	TAMRA SPERRY
SAFETY RISK MANAGER	ANGELINA MARMAN
ENGINEER	SELECTED PER PROJECT
DES DIRECTOR	RACHEL KEOHANE

ALL ELECTED OFFICIALS SHALL APPOINT THEIR DEPUTIES AND/OR CLERKS AND ARE SUBJECT TO LIMITATIONS OF THE FISCAL BUDGET APPROVED AND ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS.

COMMISSIONER SCHMITZ MOVED TO ADOPT RESOLUTION 2019-1;
COMMISSIONER SCHMELING SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-2

**PUBLIC NOTICE OF REGULARLY SCHEDULED MEETING DATES TO BE HELD
IN THE COMMISSIONERS ROOM OF THE GOLDEN VALLEY COUNTY
COURTHOUSE AT BEACH, ND, AND THE HOUR OF BEGINNING OF MEETINGS**

WHEREAS, UNDER PROVISIONS OF CHAPTER 11-11-05 N.D.C.C., THE BOARD OF
COUNTY COMMISSIONERS SHALL DETERMINE THE DATES FOR REGULAR
COMMISSIONERS MEETINGS FOR THE YEAR 2019,

AND WHEREAS, THE BOARD OF COUNTY COMMISSIONERS SHALL OBSERVE
DAYLIGHT SAVINGS TIME DURING THOSE MONTHS DAYLIGHT SAVINGS TIME IS
OBSERVED AND MOUNTAIN STANDARD TIME DURING THOSE MONTHS
MOUNTAIN STANDARD TIME IS USED,

NOW THEREFORE, BE IT RESOLVED THAT THE BOARD OF COUNTY
COMMISSIONERS MEETINGS SHALL BEGIN AT 9:00 A.M. ON THE FOLLOWING
DATES AND MAY BE ADJOURNED FROM TIME TO TIME IF NECESSARY:

JANUARY 3	MAY 7	SEPTEMBER 3
FEBRUARY 5	JUNE 4	OCTOBER 1
MARCH 5	JULY 2	NOVEMBER 5
APRIL 2	AUGUST 6	DECEMBER 3

IN THE EVENT OF A SPECIAL SESSION CALLED EITHER BY THE COUNTY AUDITOR
OR THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS, THE PERSON
CALLING THE MEETING SHALL NOTIFY THE NEWS MEDIA ACCORDING TO THE
PROVISION OF CHAPTER 11-11-05 OF THE N.D.C.C.

COMMISSIONER SCHMELING MOVED TO ADOPT RESOLUTION 2019-2;
COMMISSIONER SCHMITZ SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-3

ESTABLISHMENT OF DAYS THE COURTHOUSE IS CLOSED DUE TO HOLIDAYS

WHEREAS, UNDER PROVISIONS OF CHAPTER 1-03-01 OF THE N.D.C.C. AND BY
ACTIONS OF THE BOARD OF COUNTY COMMISSIONERS TO DECLARE DAYS THE
COURTHOUSE WILL BE CLOSED,

NOW THEREFORE, BE IT RESOLVED THAT THE COURTHOUSE WILL BE CLOSED IN OBSERVANCE OF THE FOLLOWING:

JANUARY 1	NEW YEAR'S DAY	SEPTEMBER 2	LABOR DAY
JANUARY 21	MARTIN LUTHER KING	NOVEMBER 11	VETERAN'S DAY
FEBRUARY 18	PRESIDENTS' DAY	NOVEMBER 28	THANKSGIVING
APRIL 19	GOOD FRIDAY	NOVEMBER 29	THANKSGIVING
MAY 27	MEMORIAL DAY	DECEMBER 24	CHRISTMAS EVE
JULY 4	INDEPENDENCE DAY	DECEMBER 25	CHRISTMAS DAY

COURTHOUSE CLOSINGS WILL ALSO BE OBSERVED UPON ACTION OF THE PRESIDENT OF THE U.S.A. AND THE GOVERNOR OF THE STATE OF N.D.

COMMISSIONER STEFFEN MOVED TO ADOPT RESOLUTION 2019-3;
COMMISSIONER SCHMELING SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-4

BUSINESS HOURS OF COURTHOUSE OFFICES

WHEREAS, THE BOARD OF COUNTY COMMISSIONERS WILL DETERMINE THE HOURS THE COURTHOUSE OFFICES WILL BE OPEN,

NOW THEREFORE, BE IT RESOLVED THAT THE COURTHOUSE OFFICES WILL BE OPEN MONDAY THROUGH FRIDAY, 8:00 A.M. TO 12:00 P.M. AND 1:00 P.M. TO 4:00 P.M., WITH THE EXCEPTIONS OF HOLIDAYS.

COMMISSIONER SCHMITZ MOVED TO ADOPT RESOLUTION 2019-4;
COMMISSIONER SCHMELING SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-5

REIMBURSEMENT FOR MILEAGE, MEALS AND LODGING

WHEREAS, COUNTY EMPLOYEES MAY INCUR EXPENSES FOR MILEAGE, MEALS, AND LODGING IN THE PERFORMANCE OF CARRYING OUT THE DUTIES REQUIRED BY THE COUNTY,

AND WHEREAS, IF COUNTY EMPLOYEES OBTAIN PRIOR APPROVAL FROM THE BOARD OF COUNTY COMMISSIONERS TO INCUR SUCH EXPENSE, THE COUNTY AUDITOR, UPON BEING PRESENTED WITH DOCUMENTED EVIDENCE AND IS SATISFIED WITH AUDIT OF EXPENSES, MAY APPROVE PAYMENT BETWEEN REGULARLY SCHEDULED COMMISSIONERS MEETINGS,

NOW THEREFORE, BE IT RESOLVED THAT THE COUNTY ALLOW REIMBURSEMENT FOR EXPENSES INCURRED ACCORDING TO CHAPTER 11-10-15, 11-15-12, AND 54-06-09 OF N.D.C.C. AS FOLLOWS:

PERSONAL VEHICLE MILEAGE		STATE RATE
1ST QUARTER	6:00 A.M. – 12:00 NOON	7.00
2ND QUARTER	12:00 NOON – 6:00 P.M.	10.50
3RD QUARTER	6:00 P.M. – 12:00 MIDNIGHT	17.50
4TH QUARTER	12:00 MIDNIGHT – 6:00 A.M.	84.60

(OR ACTUAL LODGING NOT TO EXCEED \$84.60 PLUS ANY APPLICABLE TAXES)

COMMISSIONER SCHMELING MOVED TO ADOPT RESOLUTION 2019-5;
COMMISSIONER SCHMITZ SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-6

EXPEDITION OF BUSINESS

WHEREAS, IT APPEARS THE BUSINESS OF THE COUNTY WILL BE EXPEDITED BY AUTHORIZING THE COUNTY TREASURER, UPON AUDIT OF THE COUNTY AUDITOR, TO PAY CERTAIN MISCELLANEOUS ITEMS, SUCH AS POSTAGE, FREIGHT, UTILITIES, (GAS, ELECTRICITY, WATER, & TELEPHONE), BLUE CROSS BLUE SHIELD OF NORTH DAKOTA EMPLOYEE PREMIUMS, REFUND ORDERS, REGULAR EMPLOYEE PAYROLL, AND APPORTIONMENTS.

NOW THEREFORE, BE IT RESOLVED THAT THE COUNTY TREASURER BE ALLOWED TO PAY SUCH CLAIMS.

COMMISSIONER SCHMELING MOVED TO ADOPT RESOLUTION 2019-6;
COMMISSIONER SCHMITZ SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-7

LISTING OF DEPOSITORY BANKS

WHEREAS, IT IS NECESSARY FOR THE COUNTY TREASURER TO DEPOSIT MONIES FROM TIME TO TIME,

AND WHEREAS, IT IS NECESSARY FOR THE COUNTY TREASURER TO DRAW UPON THE DEPOSITS,

NOW THEREFORE, BE IT RESOLVED THAT THE FOLLOWING BANKS BE NAMED FOR DEPOSITORY FUNDS;

FIRST STATE BANK OF GOLVA, GOLVA &
BEACH, ND

CUSTODIAL FUNDS,
CERTIFICATES OF DEPOSIT,
CHECKING ACCT. OF REFUND
ORDERS, CHECKING ACCOUNT
FOR COUNTY BUSINESS
DEPOSITORY FOR WITHHOLD-
ING FUNDS, CERTIFICATES
OF DEPOSITS, CHECKING
ACCT. FOR COUNTY BUSINESS
SAVINGS ACCOUNT
CERTIFICATES OF DEPOSIT

BANK OF THE WEST, BEACH, ND

WESTERN COOP CREDIT UNION, BEACH, ND
STOCKMAN'S BANK, WIBAUX, MT

COMMISSIONER SCHMELING MOVED TO ADOPT RESOLUTION 2019-7;
COMMISSIONER SCHMITZ SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-8

PLEDGE OF SECURITIES

WHEREAS, IT IS NECESSARY TO HAVE PLEDGE OF SECURITIES,

NOW THEREFORE, BE IT RESOLVED THE FOLLOWING PLEDGES BE ACCEPTED AT
110%

BANK OF THE WEST, BEACH, ND	\$3,277,068.24
FIRST STATE BANK OF GOLVA, GOLVA & BEACH, ND	\$5,427,083.81

COMMISSIONER SCHMITZ MOVED TO ADOPT RESOLUTION 2019-8;
COMMISSIONER SCHMELING SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-9

COUNTY TREASURER TO INVEST AND REINVEST FUNDS

WHEREAS, COUNTY FUNDS MAY BE INVESTED IN CERTIFICATES OF DEPOSIT OR
US TREASURY NOTES TO DRAW INTEREST,

AND WHEREAS, THESE FUNDS MATURE FROM TIME TO TIME,

NOW THEREFORE, BE IT RESOLVED THAT THE COUNTY TREASURER BE
AUTHORIZED TO INVEST FUNDS AND REINVEST UPON MATURITY OF
CERTIFICATES OF DEPOSIT. ALL CD'S THAT ARE REDEEMED OR REINVESTED
SHALL REQUIRE THE SIGNATURE OF BOTH THE COUNTY TREASURER AND
COUNTY AUDITOR.

COMMISSIONER SCMELING MOVED TO ADOPT RESOLUTION 2019-9;
COMMISSIONER STEFFEN SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-10

POSTING AND PUBLISHING LEGAL NOTICES

WHEREAS, IT IS NECESSARY TO PUBLISH LEGAL NOTICES IN THE OFFICIAL COUNTY NEWSPAPER,

AND WHEREAS, THE PUBLIC HAS EXPRESSED THE "GOLDEN VALLEY NEWS" BE THE OFFICIAL PAPER,

AND WHEREAS, FROM TIME TO TIME LEGAL NOTICES ARE TO BE POSTED IN THE COURTHOUSE,

NOW THEREFORE, BE IT RESOLVED THAT THE "GOLDEN VALLEY NEWS" BE DECLARED THE OFFICIAL COUNTY NEWSPAPER FOR THE YEAR 2019 AND BE IT FURTHER RESOLVED THAT THE BULLETIN BOARD IN THE LOBBY OF THE COURTHOUSE BE DECLARED THE LOCATION FOR POSTING LEGAL NOTICES.

COMMISSIONER STEFFEN MOVED TO ADOPT RESOLUTION 2019-10;
COMMISSIONER SCHMELING SECONDED THE MOTION. MOTION CARRIED.

RESOLUTION 2019-11

SALARIES OF ELECTED AND APPOINTED OFFICIALS

WHEREAS, THE BOARD OF COUNTY COMMISSIONERS SHALL SET FORTH SALARIES OF COUNTY OFFICIALS AND EMPLOYEES,

AND WHEREAS, THE BOARD OF COUNTY COMMISSIONERS HAVE ADOPTED A BUDGET FOR THE YEAR 2019,

NOW THEREFORE, BE IT RESOLVED THAT THE FOLLOWING MAXIMUM SALARIES BE SET EITHER ON AN ANNUAL OR AN HOURLY BASIS:

AUDITOR	\$52,432.00
TREASURER	55,492.00
DEPUTY AUDITOR/CLERK OF COURT/ROD	20.88/HOUR
CLERK OF COURT/ROD/MAGISTRATE	39,532.00
TAX DIRECTOR	43,917.00
STATE'S ATTORNEY (INCL. CITY PROSEC. CONT.)	47,575.00
COUNTY AGENT (COUNTY SHARE 50%)	28,892.79

COUNTY AGENT SECRETARY	17.27/HOUR
D.E.S. COORDINATOR	15,450.00
SHERIFF	66,154.00
DEPUTY SHERIFF	59518.00
DEPUTY SHERIFF	53963.00
DEPUTY SHERIFFS (2)	51529.00
PART TIME DEPUTY	25.00/HOUR
OFFICE DEPUTY	21.43/HOUR
CUSTODIAN	27,300.00
ROAD FOREMAN	63,542.00
ROAD CREW (2)	22.56/HOUR
ROAD CREW (2)	23.87/HOUR
ROAD CREW (1)	26.00/HOUR
WEED CONTROL OFFICER	41,200.00
COMMISSIONER CHAIRMAN	17,902.00
COMMISSIONERS (2)	15,430.00
SOCIAL WOKER III	68160.00
ELIGIBILITY SPEC. WORKER II	59,909.00
ELIGIBILITY SPEC. WORKER II	52,654.00
ADMINISTRATIVE SECRETARY I	37,204.00
HOMEMAKER	19.06/HOUR
HOMEMAKER	16.00/HOUR
HOMEMAKER	15.00/HOUR
CSSB MEMBERS	50.00/MTG
RISK MANAGER	1,249.00
CAFETERIA PLAN ADMINISTRATOR	1,249.00
COUNTY CORONER	3,751.00
VETERAN'S SERVICE OFFICER	7,715.00
911 COORDINATOR	6,242.00
WEBSITE ADMINISTRATOR	1,249.00
LIBRARIAN	17.17/HOUR
ZONING DIRECTOR	2,497.00
ZONING BOARD MEMBERS & SECRETARY	45.00/MTG

COMMISSIONER STEFFEN MOVED TO ADOPT RESOLUTION 2019-11;
COMMISSIONER SCHMELING SECONDED THE MOTION. MOTION CARRIED.

- The Board has agreed to hold the Annual County/Township meeting at the regular February 5th meeting at 1 pm.
- Commisisoner Schmitz made a motion to move payroll for January to the 18th and February to the 15th due to a Holiday falling on the regular payroll dates and Commissioner Schmeling seconded. Motion carried.
- States Attorney Christina Wenko gave the Board an update on cases she is working on for the County.

Bobby Olstad with Dakota Insurance met with the Board to go over the County's annual billing.

Henry Gerving joined the meeting.

Sara Trustem was unable to meet with the Board. The County Auditor read an email that was sent informing the Board of the importance of the event SW Night with the Legislators.

The first reading on Ordinance 2019-1 amending the zoning code was held. Commissioner Schmeling made a motion to approve the 1st reading and to move to the 2nd and final reading after the public hearing at the February 5th meeting at 10 AM and Commissioner Schmitz seconded. Motion carried.

Jonna Bertelsen and Patsy Maus joined the meeting.

Doug Wegh from Hettinger County met with the Board to discuss SB2206. Discussion was held on the proposed zones and regions. Wegh presented the Board with 4 scenarios for Social Services governance. The scenario that the State is leaning towards is Scenario 3: aggregate social services governance at zone levels. It was discussed that it makes sense that the 8 counties of Dunn, Stark, Hettinger, Adams, Bowman, Slope, Billings and Golden Valley would be a zone/region.

Darin Maus, Dan Bucholz, and Jamie Gray met with the Board to discuss the ambulance mill levy. Maus asked the Board to consider raising the mill to the 10 mill max in the future to help cover State mandates to keep the ambulance in compliance with the regulations and to help pay those that are on call to keep the volunteer numbers up.

Road Foreman Pete Wirtzfeld and Andrew Krebs with KLJ met with the Board. Krebs informed the Board that the Beaver Creek Bridge is complete and the final pay estimate has been submitted to the DOT for final payment.

Discussion was held on gravel crushing at Hoot Owl on Byron Richards. Wirtzfeld contacted the surrounding Townships to inform them of the available gravel.

Commissioner Schmeling made a motion to adjourn and Commissioner Steffen seconded. Motion carried. Chairman Steffen declared the meeting adjourned at 2:52 P.M.

BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
February 4, 2019 9:00 A.M.

Chairman Harley Steffen called the meeting to order. Commissioners Robert Schmeling and Paul J. Schmitz, States Attorney Christina Wenko, Sheriff Scott Steele, Adam Smith, Andrew Smith and Gene Hamilton were present.

Commissioner Steffen made a motion to accept the agenda as is and Commissioner Schmeling seconded. Motion carried.

Commissioner Schmitz made a motion to approve the January regular meeting minutes and Commissioner Steffen seconded. Motion carried.

Commissioner Schmeling made a motion to approve the prepaid and current vouchers for payment and Commissioner Schmitz seconded. Motion carried.

Current business brought before the Board:

- Commissioner Schmeling made a motion to transfer the excess fund carryover of \$3,266.53 from the human services funds to the general fund per legislative changes and Commissioner Schmitz seconded. Motion carried.
- The following Treasurer’s report was presented to the Board:

GOLDEN VALLEY COUNTY TREASURER
Beach, North Dakota

Ledger balance for period 7-1-18 through 12-31-18

BALANCE 7-1-2018	\$8,261,521.67		
JULY COLLECTIONS	\$345,745.31	JULY. PAYMENTS	\$564,863.94
AUG. COLLECTIONS	\$272,738.93	AUG. PAYMENTS	\$972,118.30
SEPT. COLLECTIONS	\$300,026.41	SEPT. PAYMENTS	\$660,883.95
OCT. COLLECTIONS	\$319,506.43	OCT. PAYMENTS	\$425,034.78
NOV. COLLECTIONS	\$151,151.52	NOV. PAYMENTS	\$341,847.70
DEC. COLLECTIONS	\$849,870.66	NOV. PAYMENTS	\$414,415.24
		BALANCE 12-31-2018	\$7,121,397.02
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TOTAL	\$10,500,560.93		\$10,500,560.93
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BALANCE 12-31-2018	\$7,121,397.0	BANK DEPOSITS	\$2,026,917.29
		WESTERN COOP. CU SA	\$225,732.05
		LIBR. CD & SAVINGS	\$50,693.47
		CERT. OF DEPOSITS	\$4,812,376.01
		CASH ITEMS	\$0.00
		CHECKS & DRAFTS	\$1,467.09
		CASH ON HAND	\$4,211.11
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TOTAL	\$7,121,397.02		\$7,121,397.02

GOLDEN VALLEY CO. TREASURER

- An invoice from the Roosevelt Custer Regional Council for an annual contribution for 2019 in the amount of \$5,700 was presented to the Board. It was agreed to discuss this at the March Meeting when a representative will be present.

- The Board has set the Annual Park Board meeting at the March 5th regular meeting at 11 a.m. in the County Commissioner's room.
- Information Technology support for the County was discussed. County Auditor Tamra Sperry will gather quotes for the support and present them to the Board at the next regular meeting on March 5, 2019.
- Discussion was held on the Building Committee. It was agreed Commissioner Steffen will replace past Commissioner Donald Maus on the Committee.
- States Attorney Christina Wenko gave the Board an update on cases she is working on for the County.

Tax Director Henry Gerving met with Board and discussed the ag land value which has been set at \$307.39 for 2019. Gerving then request that the Board approve of 3 abatements from Meilon Hildebrant as Vanguard priced his parcel as the incorrect parcel. Commissioner Steffen made a motion to approve an abatement for the years of 2016, 2017 and 2018 for the parcel number 9-0-02237100 located at 3931 Highway 16, Beach, ND 58621 and Commissioner Schmitz seconded. Motion carried.

Discussion was held on the request from Slope County to lease the bottom space of our antenna on the Sentinel Butte Hill Tower. Commissioner Schmitz made a motion to allow Slope County to lease the space and States Attorney Christina Wenko will create the lease and Gerving will present it to Slope County and Commissioner Schmeling seconded. Motion carried.

Kim Gaugler joined the meeting.

10 am was the advertised time to have a public hearing with a second reading and final passage on Ordinance 2019-1 amending the zoning code. Commissioner Steffen made a motion to accept and adopt the ordinance and Commissioner Schmeling seconded. Motion carried. Commissioner Steffen made a motion to vacate the motion so the Board can open up the public hearing and Commissioner Schmitz seconded. Motion carried. Chairman Steffen opened the public hearing. After discussion it was agreed to make some edits to clarify the wording and the edits will be made to the presented ordinance. A discussion was had to clarify that the Commission wanted all buildings including agricultural buildings to require a building permit; however, the permit fee would be waived for agricultural buildings. Commissioner Steffen made a motion to close the public hearing and Commissioner Schmitz seconded. Motion carried. Commissioner Schmeling made a motion to adopt the following ordinance which include the edits:

ORDINANCE NO. 2019-1

AN ORDINANCE AMENDING THE ZONING CODE

WHEREAS, the County of Golden Valley has adopted a Zoning Code; and

WHEREAS, Article VI Section 6.5 outlines the requirements for Permits, Procedures and Fees; and

WHEREAS, the County of Golden Valley seeks to clarify its requirements regarding building permits for agricultural buildings; and

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Golden Valley County, North Dakota, as follows:

Section 1: An amendment to the Zoning Code is hereby approved as follows

6.5 Permits, Procedures, and Fees

Permits are required for all Buildings including agricultural buildings and conditionally permitted uses in all districts in accordance with this ordinance and said permits shall be received by the applicant before physical action on the use may be taken and must be complied with. A fee is required for all Buildings, except agricultural buildings in an agricultural district, which will be determined by the zoning director at the time of application for the permit. Said fee shall be paid to the County Auditor. All fee payments shall be deposited in the county general fund.

6.5.1 Building Permits

A building permit is required prior to the construction or moving in of any building or structure and whenever the outside dimensions of an existing building are altered. The conditions of the permit must be adhered to. To receive a building permit, an application which shall include the following shall be submitted to the zoning director.

- 1) Description of the nature or function of the building, structure or addition.
- 2) Description of the size, principle construction materials used and cost of the building, structure or addition.
- 3) A legal description of the property and a plat map of a reasonable scale which shows the size of building or structure, its position on the lot and surrounding yard dimensions.
- 4) Must demonstrate compliance with district requirements and permitted uses.
- 5) A building permit shall be valid for a period of one year from the date of issuance. The term of the permit may be extended for good cause shown.
- 6) The fee schedule for building permits shall be determined by the County Commission.

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

Harley Steffen, Chairman
Board of County Commissioners

ATTEST

Tamra Sperry
County Auditor

First Reading: January 3, 2019

Second Reading: February 5, 2019

Final Passage: February 5, 2019

and Commissioner Schmitz seconded. Motion carried.

Richard Volesky with the Golden Valley News joined the meeting.

Adam Smith met with the Board to discuss how he felt he was treated as unfair and bullied from the Tax Director regarding to permitting and a farm home exemption status for construction of a house on his farm. Smith asks that he and his family be treated fairly as any other tax payer in Golden Valley County. A discussion was had about what specific remedy was being requested of the County, and Smith indicated that he wanted to be treated fairly and bring it to the County's attention. Commission took no action on Smith's comments.

Commissioner Schmitz made a motion to sign the memorandum of understanding between Golden Valley/Billings & Dunn Counties for providing social services and Commissioner Schmeling seconded. Motion carried. Commissioner Schmeling made a motion to allow Social Services to hire a Direct Care Associate position vacancy and Commissioner Steffen seconded. Motion carried.

Jack Cook, Bert Cook and Ben Baker with the Prairie West Development Council met with the Board to discuss the importance of having an economic development organization in Golden Valley County. They request that the Board consider giving the organization some funding to continue on or they face the possibility of closing. Discussion was also held on considering putting mills back on the tax roll for the future of the organization. The Board took no action at this time but will look into the County's financial status for possible funding.

Road Foreman Pete Wirtzfeld along with Andrew Krebs with KLJ and Jeremy Wood met with the Board. Krebs gave the Board an update on the status of the Mosher Bridge and Chairman Steffen signed the memorandum of agreement. Wood discussed with the Board the gravel he measured of Byron Richard's at the Hoot Owl pit. Wirtzfeld updated the Board on what the Road Crew have been working on.

1 PM was the advertised time for Annual/County Township Meeting. Commissioners Paul Schmitz, Robert Schmeling and Harley Steffen along with Weed Control Officer Mark Golberg, Road Foreman Pete Wirtzfeld and States Attorney Christina Wenko were present.

Vice Chairman Schmitz welcomed the group and thanked them for coming to the Annual County/Township Meeting. 17 Township officers from 8 of the 10 Townships were present for the meeting.

Tax Director Henry Gerving joined the meeting.

Road Foreman Pete Wirtzfeld presented the group with a handout with information on County custom rates and culvert policy, projects that were completed in 2018 and projects for 2019, overweight permitting, energy impact grants, mowing and crushing.

Tax Director, Henry Gerving discussed with the group about soil surveys and presented to the Townships his schedule for the Equalization Meetings in April.

Weed Control Officer Mark Golberg introduced himself. Discussion was held on the upcoming spray season. Discussion was also held on LAP funding and availability. Golberg informed the group that he is planning on putting a newsletter together in the next month or so with different information including rates and contact information.

There was a brief question and answer session.

Commissioner Schmeling made a motion to adjourn and Commissioner Schmitz seconded. Motion carried. Chairman Steffen declared the Annual Township/County meeting adjourned at 2:00 P.M.

With no other business left for the regular meeting Commissioner Schmeling made a motion to adjourn and Commissioner Steffen seconded. Motion carried. Chairman Steffen declared the meeting adjourned at 2:03 P.M.

BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
March 5, 2019 9:00 A.M.

Chairman Harley Steffen called the meeting to order. Commissioners Robert Schmeling and Paul J. Schmitz, States Attorney Christina Wenko and Sheriff Scott Steele were present.

Commissioner Schmitz made a motion to accept the agenda as is and Commissioner Schmeling seconded. Motion carried.

Commissioner Schmeling made a motion to approve the February regular meeting minutes and Commissioner Schmitz seconded. Motion carried.

Commissioner Schmeling made a motion to approve the prepaid and current vouchers for payment and Commissioner Schmitz seconded. Motion carried.

Current business brought before the Board:

- Commissioner Steffen made a motion to create the County Poor fund budget for \$3,302 to cover the transfer out into the General fund that was done at the February meeting and to cover a tax refund and Commissioner Schmeling seconded. Motion carried.
- Commissioner Steffen made a motion to sign a Court Services Contract with the State of North Dakota, Golden Valley County and the City of Sentinel Butte and Commissioner Schmitz seconded. Motion carried.
- Sheriff Scott Steele gave the Board an update on the Jail Board.
- States Attorney Christina Wenko gave the Board an update on cases she is working on for the County.

Tax and Zoning Director Henry Gerving met with the Board to discuss the reappraisal cost estimate for the County from Vanguard Appraisals, Inc. Gerving request the Board approve the following zoning board recommendation for Municipal Communications, LLC request of a conditional use permit to emplace a 400' guyed tower with three anchor points enclosed within a fenced compound in NE ¼ Sec 1-142-103 parcel number 13-0-03033500 this parcel is owned by Northern Pacific Farms, LLC (previously approved as permit #517 which expired on 5/1/2018. Commissioner Schmeling made a motion to approve that recommendation and Commissioner Schmitz seconded. Motion carried.

Alan Ibach with Armor met with the Board to discuss ITD support. It was agreed the Board will make a decision at the April 2nd regular meeting.

Commissioner Schmeling made a motion to suspend the regular meeting and Commissioner Schmitz seconded. Motion carried.

Commissioner Steffen called the Annual County Park Board meeting to order. County Park Board Members that were present: Kim Gaugler, Commissioners Steffen, Schmeling and Schmitz. Ashley Ueckert and John Kouba with the Fair, Janie Rathbun with the City of Beach Park, Tom Heckaman with the Golf Association presented the Board with their requests. Commissioner Schmitz made a motion to distribute \$1,750 to the Fair, \$4,750 to the City of Beach Pool and \$750 to the Golf Association and Commissioner Schmeling seconded. Motion carried. Discussion was held on the vacancy of the County Park Board. County Auditor Tamra Sperry will post in the newspaper of the vacancy to help fill the position. Kim Gaugler made a motion to adjourn and Commissioner Schmeling seconded. Motion carried.

Chairman Steffen made a motion to reconvene to the regular meeting and Commissioner Schmitz seconded. Motion carried.

Road Foreman Pete Wirtzfeld and Andrew Krebs with KLJ met with the Board. Discussion was held on the Mosher Road Bridge Replacement. Chairman Steffen signed an amendment to task order no. 1803-00372-1 in the agreement between Owner and Engineer for professional services. Other Road Department discussions were held.

Mark Resner with the Roosevelt Custer Council met with the Board to discuss with the Board what the council is. Discussion was held on the decrease of funding for the organization.

Commissioner Schmeling made a motion to adjourn and Commissioner Steffen seconded. Motion carried. Chairman Steffen declared the meeting adjourned at 2:06 P.M.

**BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
April 2, 2019 9:00 A.M.**

Chairman Harley Steffen called the meeting to order. Commissioners Robert Schmeling and Paul J. Schmitz and States Attorney Christina Wenko were present.

Commissioner Schmeling made a motion to add Weed Control Officer Mark Golberg JR to the agenda at 9:45 A.M. and leave the rest as is and Commissioner Schmitz seconded. Motion carried.

Commissioner Schmitz made a motion to approve the March regular meeting minutes and Commissioner Schmeling seconded. Motion carried.

Commissioner Schmeling made a motion to approve the prepaid and current vouchers for payment and Commissioner Schmitz seconded. Motion carried.

Current business brought before the Board:

- Commissioner Steffen made a motion to sign a contract with Armor Interactive Inc. for IT support for the County and to amend the General Budget by \$10,606 for the contract and Commissioner Schmitz seconded. Motion carried.
- Commissioner Schmeling made a motion to sign the Home on the Range gaming authorization for the 2019 year and Commissioner Schmitz seconded. Motion carried.
- Commissioner Schmeling made a motion to create and amend the Special Assessment Budget by \$909.16 and to amend the General Budget by \$724.24 to cover the real estate taxes and specials for the property that went back to the County for delinquent taxes and Commissioner Schmitz seconded.
- Commissioner Schmitz made a motion to transfer \$3,600 from the General Fund to the County Agent Fund per 2019 budgets and Commissioner Schmeling seconded. Motion carried.
- Commissioner Steffen made a motion to transfer \$265,275 from the Road Reserve Fund to the County HT Fund and to amend the County HT Budget by the same amount to

cover the gravel that was purchased from Byron Richard and Commissioner Schmeling seconded. Motion carried.

- Commissioner Steffen made a motion to transfer \$4,000 from the Wireless 911 Fund to the County 911 Fund per 2019 budgets and Commissioner Schmeling seconded. Motion carried.
- Discussion was held on legal counsel for Townships in the County. It was agreed that Townships are their own entity and there could be a conflict if the Townships and the County disagree on issues and States Attorney Christina Wenko can answer basic questions with the direction from the Board to do so. States Attorney Wenko will draft a letter to be sent to the Township informing them of this.
- States Attorney Christina Wenko gave the Board an update on what is going on in her office for the County.
- Commissioner Schmeling made a motion to sign the Memorandum of Agreement between the County and the Townships in regards to the County agreeing to give mutual aid if there is an emergency to the Townships if needed and Commissioner Schmitz seconded. Motion carried.
- A letter from the Fair Board was received requesting to appoint Tina Davidson to the Board to fill a vacancy. Commissioner Schmeling refrained from voting as he is on the Fair Board. Commissioner Steffen made a motion to appoint Tina Davidson to the Fair Board and Commissioner Schmitz seconded. Motion carried.

Weed Control Officer Mark Golberg JR met with the Board to discuss with them with the plans he found in his office from back in 2013 that were presented to the Board at that time for a new weed building. Golberg will get updated pricing and look at a couple other options on the plans and get back with the Board.

Henry Gerving joined the meeting.

Ben Baker and Jack Cook with the Prairie West Development Foundation Board met with the Board to request money to continue operating for 2019 and to consider putting a mill levy back on for 2020 when it comes time for budgets. Commissioner Schmeling made a motion to contribute \$6,000 Prairie West Development and to amend the General Budget for the same amount and Commissioner Schmitz seconded.

Road Foreman Pete Wirtzfeld and Andrew Krebs with KLJ met with the Board to give them an update on the Mosher Bridge project. Chairman Steffen signed certifications and an application for department of the Army permit. Discussion was also held on the ROW offer amount to State Land Department for the project.

The City of Beach wants to purchase scoria and gravel from the County. Wirtzfeld and the Board are fine with selling the material to another government entity. Discussion was held on various road topics. Commissioner Schmeling made a motion to add an additional 6 miles to the current agreement with Noll Construction LLC for blading and Commissioner Steffen seconded. Motion carried. A new agreement will be drafted with the additional miles.

Commissioner Schmeling made a motion to adjourn and Commissioner Steffen seconded. Motion carried. Chairman Steffen declared the meeting adjourned at 11:51 A.M.

**BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
APRIL 29, 2019 2:00 P.M.**

Chairman Harley Steffen called the meeting to order. Commissioner Paul Schmitz, Road Foreman Pete Wirtzfeld and John Thompson were present for the meeting.

The purpose of this special meeting is to discuss acquiring right of way acres from the State Land Department including the price per acre for the Mosher Road Bridge project.

Commissioner Schmitz made a motion to offer \$825 per acre on the 2.78 permanent acres and to offer the County's minimum payment policy of \$300 for the 4.28 acres of temporary construction easement acres for a grand total of \$2,593.50 to the North Dakota Department of Trust Lands and Commissioner Steffen seconded. Motion carried.

Commissioner Schmitz made a motion to appoint Road Foreman Pete Wirtzfeld as the negotiator and Commissioner Steffen seconded. Motion carried. Wirtzfeld will contact the State Land Department with the offer.

Commissioner Schmitz made a motion to adjourn and Commissioner Steffen seconded. Chairman Steffen declared the meeting adjourned at 2:28 pm.

**BOARD OF COUNTY COMMISSIONERS
MINUTES OF PROCEEDINGS
May 7, 2019 9:00 A.M.**

Chairman Harley Steffen called the meeting to order. Commissioners Robert Schmeling and Paul J. Schmitz and States Attorney Christina Wenko were present.

Commissioner Schmitz made a motion to accept the agenda as is and Commissioner Schmeling seconded. Motion carried.

Commissioner Schmeling made a motion to approve the April regular and special meeting minutes and Commissioner Schmitz seconded. Motion carried.

Commissioner Schmeling made a motion to approve the prepaid and current vouchers for payment and Commissioner Schmitz seconded. Motion carried.

Current business brought before the Board:

- Discussion was held on the 2019 contribution request from Roosevelt Custer. It was agreed to revisit this at budget time for 2020.
- The Noll Construction LLC quote for blading was discussed. The Auditor and States Attorney will work together to put a contract together.

- Commissioner Schmeling made a motion to sign the letter of intent to form a multi-county social service zone known as the South West District and Commissioner Steffen seconded. Motion carried.
- Discussion was held in regards to the Social Service's department payroll be transferred to Billings County. Commissioner Schmeling made a motion to move the payroll for the Social Services department effective June 1, 2019 to Billings County and Commissioner Schmitz seconded. Motion carried.
- Discussion was held on comp time. It was agreed the Board will re-address this at the June meeting.
- States Attorney Christina Wenko gave her update to the Board.
- Commissioner Steffen made a motion to amend the Capital Outlay Reserve budget by \$13,250 for the expenses of the Sentinel Butte Hill tower as the project was budgeted in 2018 but was not finished and Commissioner Schmeling seconded. Motion carried.
- Commissioner Schmitz made a motion to allow the County Auditor to pay Clerk/Recorder Rachel Keohane's travel voucher when submitted for her upcoming meetings in May and Commissioner Schmeling seconded. Motion carried.

Dana Tescher met with the Board in regards to the requested Whiskey Springs re-plat that has been submitted and her concerns of issues that can surface if re-plated.

Zoning Chairman Gene Skoglund met with the Board and request they approve the following recommendations from the Zoning Board: Brian Sarsland's request of a conditional use permit for Sec 34-138-106, parcel #7-0-01375000 for a commercial feed lot in an agricultural district and Daniel Noll's request of a variance to within 60' of a township or county road, he also request a road approach permit to grant access to his grain bin sit in a parcel in SW1/4SW1/4 Sec 4-137-105 parcel #7-0-00625000. Commissioner Steffen made a motion to accept those recommendations and Commissioner Schmitz seconded. Motion carried.

Richard Volesky with the Golden Valley News, Duane Hildebrant and Andrew Smith joined the meeting.

State's Attorney Christina Wenko held a discussion on the April 2, 2019 letter that was sent to the townships regarding the legal obligations of the State's Attorney's Office. State's Attorney Wenko cited NDCC Section 11-16-01(9) that outlines the State's Attorney's obligation to provide written opinions to county, district, township and school district officers on matters relating to the duties of their respective officers. State's Attorney Wenko compared that to NDCC Section 11-16-01(12) which requires the State's Attorney to act as legal advisor to the Board of County Commissioners.

Gordy Ueckert joined the meeting.

State's Attorney Wenko also referenced NDAG Letter to Gregg (April 22, 1985) citing that the State's Attorney has no duty to represent the townships in legal actions or provide additional legal services other than what is provided for in NDCC Section 11-16-01(9). However, the Board of County Commissioner does have the authority to appoint legal counsel for the townships if necessary.

State's Attorney Wenko indicated the best practice is for the townships to bring their issues to the State's Attorney Office for clarification and the State's Attorney will determine if the question can be answered by the State's Attorney under NDCC Section 11-16-01(9) or if the Board of County Commissioners will need to officially employ the State's attorney or outside counsel to provide legal representation.

Sheriff Scott Steele met with the Board to discuss an upcoming firearm asset forfeiture. Steele also informed the Board that the patrol units are needing updated computers. He presented the Board with a quote from Armor. Discussion was held that there may be a possibility of needing to amend the Sheriff's budget.

Road Foreman Pete Wirtzfeld and Andrew Krebs with KLJ met with the Board. Discussion was held on the timeline for the Mosher Road Bridge project. Various road topics were discussed.

Commissioner Schmeling made a motion to adjourn and Commissioner Schmitz seconded. Motion carried. Chairman Steffen declared the meeting adjourned at 12:43 pm.