

## December 18, 2018

The Williams County Commission met in regular session this 18<sup>th</sup> day of December 2018 beginning at 8:01 AM in the Commission Room of the Williams County Administrative Building.

Chairman Montgomery called the meeting to order. Innis took roll call of: Ramberg-here, Hanson-here, Anderson-here, and Kemp-here (speaker phone).

There being a quorum, Chairman Montgomery proceeded.

Ramberg moved Hanson seconded approval of the consent agenda:

1. Bills to be paid December 19<sup>th</sup>, fees from the various departments: Auditor- \$1,200.00; Register of Deeds-\$72,394.00; and Sheriff- \$573,384.61; totaling- \$646,978.61.
2. November 2018 Financials. (Copy included in minutes)
3. 1% Public Safety Applications for Mike Smith -EMS- \$35,000.00; \$21,198.00; and \$52,26.00 and authorizing the Chairman to sign the Agency 3 Year Plan (Copy included in minutes)
4. Sam Henderson travel- American Planning Association Conference April 13-16, 2019- San Francisco CA

Roll call vote: Ramberg-yes, Hanson-yes, Montgomery-yes, Anderson-yes, and Kemp-yes. Motion carried.

Captain Jason Boock, on behalf of Sheriff Kvande requesting that the space on the second floor of the Law Enforcement Center formerly used as the Emergency Operation Center be turned over to the Police Department to assist them with space shortages. Karen Prout, Special States Attorney will review the lease contract and get back to the Commission.

Discussion was held on the joint dispatch center and the committee is waiting for a permanent location before any future decisions are made.

Prout stated that she is working with Ryan Geltel regarding the lease agreement with the Williston State College Foundation leasing space for the Department of Motor Vehicle Department. Prout is requesting a Commission contact. Chairman Montgomery stated that a Committee could be formed. Helen Askim, HR Director stated that we will be making a portfolio appointment today for that department. Prout explained the difference between forming a Committee and a portfolio appointment. Hanson stated that he will volunteer for the portfolio appointment. Ramberg moved Anderson seconded the appointment of Cory Hanson to the Department of Motor Vehicles. Roll call vote: Hanson-yes, Montgomery-yes, Anderson-yes, Kemp-yes, and Ramberg-yes. Motion carried. (Copy of updated portfolio assignments included in minutes)

Ramberg moved Kemp seconded approval of the Williams County Funding Request in the amount of \$50,000.00 for the Ray Senior Citizens League as submitted. Roll call vote: Montgomery-yes, Anderson-yes, Kemp-yes, Ramberg-yes, and Hanson-yes. Motion carried. (Copy included in minutes)

Hanson moved Ramberg seconded approval of the 2019 Beer/Liquor Licenses for the following applicants:

1. The Sportsman's Club
2. DC Inc. dba The New 4 Mile Bar
3. VFW Club 29 Mile Corner

4. Tioga Country Club
5. Save Red Mike LLC
6. Deborah Trones dba The Rig Lounge II Inc.
7. Ramada dba Bakken NW 58<sup>th</sup> St LLC.
8. Buffalo Lodge

Roll call vote: Anderson-yes, Kemp-yes, Ramberg-yes, Hanson-yes, and Montgomery-yes. Motion carried.

Kemp moved Ramberg seconded approval of the re-purchase by John Young of \$5,296.12 for the City of Ray Original Townsite of Ray Lots 1, 2, 3, Block 5 and Original Townsite of Ray Lot 4 Block 5 and authorize the Chairman to sign the deed. Roll call vote: Kemp-yes, Ramberg-yes, Hanson-yes, Montgomery-yes, and Anderson-yes. Motion carried.

Anderson moved Ramberg seconded authorizing the Chairman to sign the Cost Participation, Construction, and Maintenance Agreement with the NDDOT for Grenora School Sidewalk Project. Roll call vote: Ramberg-yes, Hanson-yes, Montgomery-yes, Anderson-yes, and Kemp-yes. Motion carried.

(Copy on file in Auditor's Office)

Ramberg moved Anderson seconded the re-appointment of Bill Sheldon to the Williams County Water Board with a term of 01/01/2019 to 12/31/21. Roll call vote: Hanson-yes, Montgomery-yes, Anderson-yes, Kemp-yes, and Ramberg-yes. Motion carried.

Discussion was held for the appointment of the County Morgue. Chairman Montgomery explained the appointment that was made in the past and the reasons for it. The appointment is on a yearly rotation basis between the two funeral homes in Williston. Hanson moved Anderson seconded the appointment of Fulkerson Funeral Home as the 2019 County Morgue for all of Williams County. Roll call vote: Montgomery- yes, Anderson-yes, Kemp-yes, Ramberg-yes, and Hanson-yes. Motion carried.

Gretchen Anderson, Secure Energy present requesting a temporary variance placing a salt water disposal within 33' of a section line, which is a requirement of the NDIC: stating that the site layout plat shows the disturbed area for the pad construction falls within the 33' line setback, either need to provide documentation that the pad construction is approved by the county or adjust the pad to move the pad and the disturbed area outside of the section line setback. The following is the policy: NDIC-PP 1.05. If the proposed location is within 33' of any section line which has not been closed or within 200' of the centerline of a state or federal highway, or is within any setback previously established by the governing body prior to the filing of the application, the director shall require documentation that the applicant has notified the applicable county or township. Brad Hintgen with Secure Energy went and spoke to Sam Henderson, Planning/Zoning Official regarding the temporary usage of the 33' during the drilling activity for about 60 days, Secure Energy owns the property. Henderson has no problems, but the State requires written approval. After the drilling activity is completed then the pad will be shrunk. Ramberg moved Hanson seconded approval of a 90 days variance during the construction and drilling activity located on the Mosbrucker #1- 400 feet from the south line and 150 feet from the east line of Section 36 T157 R101. Roll call vote: Anderson-yes, Kemp-yes, Ramberg-yes, Hanson-yes, and Montgomery-yes. Motion carried.

Prout received a thank you for the Commissioners from the Grenora Senior Citizens for the grant they received.

Hanson moved Kemp seconded approval of the three open positions for Development Services Administrative Assistant; DMV Specialist; and States Attorney Administrative Assistant for the Victim Witness Unit as presented by Askim. Roll call vote: Kemp-yes, Ramberg-yes, Hanson-yes, Montgomery-yes, and Montgomery-yes. Motion carried. (Copy included in minutes)

Askim discussed the Retiree Health Reimbursement Account (Health Reimbursement Arrangement-HRA) and presented the proposed program to the Commission. Ramberg moved Anderson seconded authorizing Askim to complete the contract and put to policy. Roll call vote: Ramberg-Hanson-yes, Montgomery-yes, Anderson-yes, and Kemp-yes. Motion carried. (Copy included in minutes)

Askim discussed the pictometry services for GIS. We have a contract with the company for updated photos to be completed in October, which was not done. Therefore the monies will not be expended in 2018, but they are going to fly and get updated photos in 2019. Askim spoke to Kristi Hanson, Finance Director and she will carry the cash over into 2019.

There being no further business the meeting recessed at 8:36 AM.