

July 10<sup>th</sup> 2018  
Finley ND

The Steele County Park Board meeting was called to order at 8:08am. Present were Chairman Russell Walcker, Richard Strand, Ted Johnson, Randy Richards, Brian Tuite, Matt Roller, Paul Kroeplin and Brandon Krueger. Also present was Road Superintendent Reed Oien.

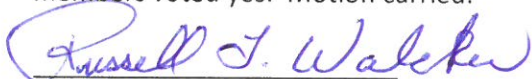
A motion was made by Strand and seconded by Roller to approve the June 2018 minutes. All members voted yes. Motion carried.


Auditor Wigen read an update received from Dickson regarding Golden Lake Acres. Wigen also provided an account standing and bills received for the store.

Discussion was held on finishing the lattice to the deck, sand on the beach and the dumpster over the 4<sup>th</sup> of July. A campground project update was emailed to the board by Job Development Coordinator Karen Bergstrom. Auditor Wigen will meet with Bergstrom to review the project cost numbers and funding available from Bergstrom's update.

Next meeting will be held in August to finalize project plans for the campground.

A motion was made by Kroeplin and seconded by Strand to adjourn the meeting at 8:47am. All members voted yes. Motion carried.

  
Chairman - Russell Walcker

  
Auditor - Emily Wigen

July 10<sup>th</sup> 2018  
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The Steele County Commission meeting was called to order at 8:07am. Present were Chairman Brian Tuite, Commissioners Russell Walcker, Richard Strand, Ted Johnson, and Randy Richards. Also present were Matt Roller, Paul Kroepelin, and Reed Oien.

A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve all bills. All members voted yes. Motion carried.

A motion was made by Commissioner Johnson and seconded by Commissioner Walcker to approve the June 2018 minutes. All members voted yes. Motion carried.

The Steele County Commission meeting was recessed for Steele County Park Board at 8:08am. The Steele County Commission meeting reconvened at 8:47am.

Road Superintendent Reed Oien provided the board with an update, which included crack sealing and graveling. The 2017 and 2018 culvert sales were reviewed, along with the Road Department's Razor tracking reports.

The Darwin Windloss bridge, which is currently closed, was discussed. An estimate will be reviewed at next month's meeting to repair and reopen the bridge.

It was discussed that no progress has been made with Knife River on the County Road 23 east project. The commission will proceed with having States Attorney Stock draft a letter to Knife River, as previously discussed.

Culverts along the County Road 23 West project were discussed. Oien will inspect each culvert to determine its condition.

A motion was made by Commissioner Johnson and seconded by Commissioner Walcker to sign the letter of support for the BUILD Grant Application. All members voted yes. Motion carried.

The Commission discussed a proposal to pave the Southwest corner at the junction of County Road 5 and County Road 9 on the East side of Hope.

Correspondence received from the Steele County Water Board regarding funding for the Lake Tobiason project was reviewed.

Emergency Manager, Ben Gates, provided an estimate of \$26,000 for road work completed so far due to spring flooding. He estimated an additional \$10,000 may be needed before the repairs are complete.

A motion was made by Commissioner Johnson and seconded by Commissioner Strand approving a Steele County Road Department credit card for Oien with a limit of \$5,000. All members voted yes. Motion carried.

The Utility and Boring permit approval process was reviewed. Permits will continue to be approved by the Road Superintendent as long as no black top is disturbed. The board will be notified at the next meeting.

A motion was made by Commissioner Richards and seconded by Commissioner Walcker to approve building permits for Steinke, Lyste and KGI/Verizon. All members voted yes. Motion carried.

Emergency Manager, Ben Gates, provided an update on the Courthouse security system, upcoming trainings, recent grant applications, and not receiving any quotes regarding the chimney removal. Gates also requested to put County property sales, property cards, and tax statements on the County website.

A motion was made by Strand to put sales, property cards and statements on the county website. Motion died for lack of a second.

Sheriff Wayne Beckman presented the board with a request to purchase four portable radios estimated at \$9176.00 for Canadian Pacific. Canadian Pacific is willing to pay for the radios and donate two radios to the Steele County Sheriff's Office.

A motion was made by Commissioner Johnson and seconded by Commissioner Richards to approve the purchase of four portable radios costing \$9176.00 and be reimbursed by Canadian Pacific. All members voted yes. Motion carried.

A motion was made by Commissioner Richards and seconded by Commissioner Strand to approve the Pledge of Assets as presented. All members voted yes. Motion carried.

The recent employee policy manual meeting was discussed and proposed changes by the employees were reviewed.

A motion was made by Commissioner Johnson and seconded by Commissioner Richards to leave the Road Department hours as they currently are. All members voted yes. Motion carried.

A motion was made by Commissioner Richards and seconded by Commissioner Strand to add grandparents to the immediate family definition for bereavement leave. All members voted yes. Motion carried.

Topics of longevity increases and health insurance coverage were tabled.

A motion was made by Commissioner Strand and seconded by Commissioner Walcker to sign and send a letter to nominate Pam Amundson for County Excellence Award. All members voted yes. Motion carried.

Chairman Brian Tuite turned the meeting over to Vice Chairman Randy Richards at 10:45am. Tuite left the meeting due to prior commitments.

A motion was made by Commissioner Strand and seconded by Commissioner Walcker to approve an employee team building activity on August 2<sup>nd</sup>, 2018 with a budget up to \$1,000. All members voted yes. Motion carried.

Policies relating to exempt employees were discussed, and the board reviewed the employee handbook portions relating to exempt/non-exempt employees.

Auditor Wigen presented the board with a sample estimated tax notice statement that is required to be mailed out to all tax payers at the end of August. It was discussed that the County will not charge other entities for their portion of the notice. Auditor Wigen also provided an office update including Human Resource issues, a request for office closure and employee performance reviews. Wigen will speak with Chairman Tuite on the department head reviews.

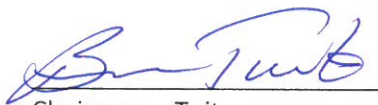
Commissioner Johnson advised the board of a recent verbal Weed Board complaint. Johnson has spoken to Extension Agent Johnson and the party involved. A formal written complaint has not been filed.

Steele County States Attorney Charlie Stock joined the meeting via conference call. Stock clarified items in question from the morning's Social Service meeting and recommended to the board regarding a compensation summary. The board did not agree with the recommendation, but will adhere to the recommendation from the States Attorney.

A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve the compensation recommendation in the amount of \$4934.76. All members voted yes. Motion carried.

States Attorney Stock updated the board on research to update the Steele County Courthouse bathrooms. Stock will provide Wigen with contact info for Hepper Olson to get preliminary architect work and an estimate for the project.

A motion was made by Commissioner Richards and seconded by Commissioner Strand to adjourn at approximately 1:19pm. All members voted yes. Motion carried.



Chairman – Tuite



Auditor - Wigen

July 18<sup>th</sup> 2018  
Finley ND

The Steele County Commission meeting was called to order at 11:30am. Present were Chairman Brian Tuite, Commissioners Russell Walcker, Richard Strand, Ted Johnson and Randy Richards.

A discussion was held regarding additional speed bumps being added at Golden Lake.

A motion was made by Commissioner Richards and seconded by Commissioner Strand to move the current speed bump on the east side further south and any requests for additional speed bumps must be brought to the Steele County Park Board for approval. All members voted yes. Motion carried.

Auditor Wigen recommended retention of Steele County employee records on site as a backup for Social Service employees.


The 2019 budgets were reviewed at length.

A motion was made by Commissioner Richards and seconded by Commissioner Johnson to approve a 3% wage increase for employees along with a longevity increase of 25 cents per hour for employees with 6 to 10 years of service and 50 cents per hour for employees with 11 or more years of service for 2019. All members voted yes. Motion carried.

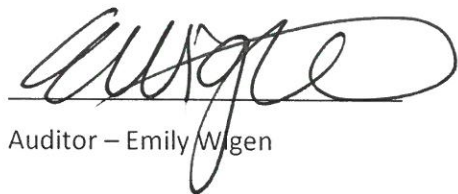
A motion was made by Commissioner Strand and seconded by Commissioner Walcker to adjust wages for Anhorn and Moore to \$17 per hour and adjust Czapiewski's wage to \$18 per hour for 2019. All members voted yes. Motion carried.

A motion was made by Commissioner Strand and seconded by Commissioner Richards to allow the county to cover seventy-five percent of family health, dental and vision coverage for 2019. All members voted yes. Motion carried.

A motion was made by Commissioner Johnson and seconded by Commissioner Richards to adjourn the meeting. All members voted yes. Motion carried.



Chairman – Brian Tuite



Auditor – Emily Wigen

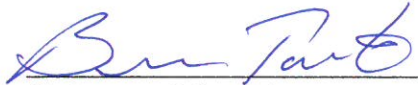


July 24<sup>th</sup> 2018  
Finley ND

The Steele County Commission meeting was called to order at 10:30am. Present were Chairman Brian Tuite, Commissioners Russell Walcker, Richard Strand, Ted Johnson and Randy Richards.

The 2018 Budgets were reviewed at length. Auditor Wigen provided a sample publication for the paper, as well as sample tax notices that will be sent out. An estimate of the county mill levy was reviewed as well.

A motion was made by Commissioner Strand and seconded by Commissioner Walcker to adjourn at approximately 1:20pm. All members voted yes. Motion carried.



Chairman – Brian Tuite



Auditor – Emily Wigen