

**PROCEEDINGS OF THE BOARD OF WALSH COUNTY COMMISSIONERS  
DECEMBER 3, 2019**

December 3, 2019 - 9:00 a.m.

Members present: Chairman Barta, Commissioners Anderson, Burianek, and Wild.  
Absent was Commissioner Skorheim.

Chairman Barta called the meeting to order and the Pledge of Allegiance was recited.

**Motion Wild to approve the November 19, 2019 regular meeting minutes with correction, monthly bills, JR's Bar Liquor License and additions of Thompson abatements, sheriff's vehicle and election.** Second by Anderson. Motion carried.

**Motion by Anderson to follow the recommendation of the Housing Authority and appoint Sandy Maddox to the Walsh County Housing Authority Board.** Second by Burianek. Upon roll call vote all vote yes. Motion carried.

Ron Jurgens, Sheriff, appeared during employee time and informed the commission that a vehicle was totaled out in a deer accident. No one was injured. He would like to get his 2020 vehicles ordered. He got a state bid from Nelson Auto Center from Fergus Falls, MN for the 2020 Ford Interceptor. The lights and equipment from the old vehicle could be used with this vehicle. There are no state bids for the Tahoe as the plant is closed. **Motion by Anderson to accept the bid from Nelson Auto for \$36,712 per vehicle.** Second by Wild. Upon roll call vote all voted yes. Motion carried.

Ed Sevigny, Tax Director, appeared for the following abatements:

- Jana Hankey was present for the Hankey Apartment, LLC abatements. The abatement was for the purchase price of \$50,000. The City of Park River denied the original request but did approve a reduction to \$62,000. Used the Vanguard cost approach and reviewed Enclosure A & B with Enclosure B showing a revised cost approach. The reduced value would most likely only be for only 1 year as the house is being remodeled and the valuation will be reviewed after the remodel is complete. Park River Assessor, Ann Berg, agreed with Ed's findings. **Motion by Anderson to follow the recommendation of the tax director and approve the Hankey Apartments LLC abatement for \$50,000.** Second by Burianek. Upon roll call vote all voted yes. Motion carried.  
Hankey Apartments, LLC Park River City 38-12251 2019 RET \$50,000
- The second abatement for Hankey Apartments, LLC is a four plex with excess frontage. The City of Park River denied the abatement. Ed provided information in regard to the abatement and recommended a reduction of \$2800. Ann Berg, Park River City Assessor, agreed with Ed's findings. **Motion by Anderson to follow the recommendation of the tax director and approve the abatement for Hankey Apartments, LLC.** Second by Wild. Upon roll call vote Anderson, Burianek and Barta voted yes. Wild voted no. Motion carried.  
Hankey Apartments, LLC Park River City 38-11636 2019 RET \$96,340

- Gave a mobile home update. There are 2 mobile homes in Park River where the tenants were evicted from the mobile homes by the City of Park River and the Mobile Home Park. There are only 2019 mobile home taxes owing on it. Discussed a possible ordinance or resolution for special assessments if the County removes a mobile home in the future. Will see what other counties do and reach out to the state's attorney's office. There were approximately \$25,000 in past due mobile home taxes when Ed started as tax director. Many of them had to be written off and the rest have been brought up to date.
- The 2019 Sales Ratio for townships is currently at 65%. It should be at 90-100%. If the townships don't make some adjustments the state will do it for us. The cities are at 88%. We may see some huge increases in some townships.
- The County received 5 abatements from Dan Thompson of Adams. The State Tax Department directed Ed to process the applications and review the values on these parcels. They need to go to the City of Adams first before the county can act on them. The state's attorney's office has also been contacted.

Tanya Wieler, Human Resource Director, provided the commissioners with an update of what she has been working on. The list included:

- HR audit with focus on written records policy, fine tuning employee files, code of ethics and standards and holding employees accountable.
- A supervisor training handbook with a guide to hiring, discipline and exempt versus non-exempt status based on the Fair Labor Standards.
- Has been working with the sheriff on some issues in the jail.
- We have 1 hour of training with the EAP still available to the county.
- Discussed having a strategic planning session. The County should have a 3 or 5 year plan.
- Updating software and possibly having an IT person on site.

Twila Novak, Social Service Director, provided 2 bids for blinds. After the active shooter training employees were concerned that they were more visible due to the windows on their doors. The estimate was for 15 office door blinds, 2 other doors and 2 front windows. There are no new window coverings included in the bid. **Motion by Wild to accept the bid from B & D for blinds at a cost of \$2,205.65 to be paid out of the social service budget.** Second by Anderson. Upon roll call vote all voted yes. Motion carried.

Twila also gave a social service redesign update. They started sending out a weekly newsletter. Twila will forward the link to the commissioners. December 19<sup>th</sup> will be the last Walsh County Social Service meeting. Jill Denault has been listed as the primary interim director. Employee paperwork is being completed to transfer employees to Cavalier County.

Commissioner Anderson asked Tanya where we are at with evaluations. She has used Survey Monkey within the jail. Of the 9 requests that went out 7 replied. They have templates with 10 or less question for free. Thought the cost was \$200-\$300. Commissioners would like the evaluation process started in January.

A bid for \$300 was received for a parcel in Farmington Township that didn't sell at the county land sale. According to century code the property can be sold after the land sale but not for less than the property's minimum sale price. **Motion by Burianek to deny the bid based on century code.** Second by Wild. Upon roll call vote all voted yes. Motion carried.

Chairman Barta thanked the commissioners for their support during the past year.

**Motion by Wild to cast a unanimous ballot for Karen Anderson as chair.** Second by Burianek. Upon roll call vote all voted yes. Motion carried.

**Motion by Barta to cast a unanimous ballot for Dennis Skorheim as vice-chair.** Second by Anderson. Upon roll call vote all voted yes. Motion carried.

Report of county offices for fees collected during November: County Recorder \$5,314.30 and Sheriff fees \$1,606.54.

Meeting adjourned at 10:45 a.m.

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Ernie Barta, Chairman

Attest:

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Kris Molde, Auditor

