

**PROCEEDINGS OF THE BOARD OF WALSH COUNTY COMMISSIONERS
JANUARY 4, 2022**

January 4, 2022 – 8:30 a.m.

Members present: Chairman Burianek, Commissioners Anderson, Barta, Brintnell and Skorheim.

The meeting was called to order and bills were reviewed.

At 9:00 a.m. the Pledge of Allegiance was recited.

Commissioner Anderson moved to approve the December 21, 2021 regular meeting minutes with addition, monthly bills, courthouse security, cameras for fair building, Red River Regional Council, and office hours. Removed Jon Beneda, fair update due to illness. Second by Skorheim. Motion carried.

Dawn Mandt and Stacie Sevigny from Red River Regional Council appeared during employee time to brief the commissioners on a rapidly moving project. They are looking at turning the old hardware store into a shared commercial kitchen and business incubator space. It would offer technical assistance and business development programming so that local entrepreneurs can launch and grow their business. It could also be used as a community gathering space. Eighty percent of the funding would come from a grant. They are looking at buying the building and having annual memberships and renting out space. Discussed use of ARPA funds and JDA funding as well. Will add project to the wish list for ARPA Funds.

Ed Sevigny, Tax Director, appeared to request adding the City of Park River to the county's Vanguard Contract. There would be no cost to the county. There would be a one-time fee of \$500 and \$275 annually for the maintenance agreement. **Motion by Barta to sign the agreement to allow Park River City to use our remote license at no cost to the county.** Second by Brintnell. Upon roll call vote all voted yes. Motion carried.

Tanya Wieler, HR Director, appeared to discuss some issues that were brought up at the department head meeting.

- The Martin Luther King Jr. Holiday - Provided some history on the county's holiday schedule. Our policy states that we follow the holidays that the state observes. The County traded Martin Luther for the Friday after Thanksgiving some time ago. **Motion by Brintnell to follow the state holiday schedule and put Martin Luther King Jr Day back on the list of holidays effective immediately and employees will need to use vacation if they want the Friday after Thanksgiving off.** Second by Barta. Upon roll call vote all voted yes. Motion carried.
- Dress Code – The County's dress code policy does not cover jeans in the work place. It was assumed that that policy was business casual but that is not stated in the policy either. Are the commissioners okay with jeans in the workplace? Postponed further discussion until after the call in for the 10:00 agenda item.

At 10:00 a.m. Heidi from Agassiz Associates called to discuss the contract of services. Allen Anderson, Administrator for the Health District, was also present and informed the commissioners that Pam Quinn pulled out from presenting a proposal as she doesn't have the resources. Hours of service were discussed. Ninety percent of inmates would utilize the services. It shouldn't be an issue using the hours as once released from jail they can continue with services. Discussed future funding and working with legislators. **Motion by Anderson to sign the 3 year contract with Agassiz Associates.** Second by Skorheim. Upon roll call vote all voted yes. Motion carried. Heidi and Allan will continue to work with schools, state allocations and advocate for funding.

Resumed discussions about the dress code policy. After more discussion it was determined that there would be no change to the policy. Jeans are allowable as long as there are no holes in them and they not faded. No t-shirts with writing or graffiti on them. Flip flops and tennis shoes are not acceptable either. Discretion will be left to the department heads.

Tanya presented a draft for a telecommuting policy. Currently the county does not allow working from home and the county doesn't have a policy. Teleworking should be for a short time period. Discussed what the policy should include. The draft policy will be reviewed and discussed at a future date.

Kelley Cole, State's Attorney, was present to ask for more clarification on the treasurer's position being changed from elected to appointed and the possibility of being combined with another position. The resolution needs to outline the plan. **Motion by Anderson to draft a resolution to change the treasurer's position from elected to appointed and remain the same.** Failed due to lack of a second. Discussion continued and States Attorney Cole explained that the county needs to adopt a preliminary resolution, hold public meetings and hearings, publish in the newspaper and adopt final resolution. Discussed timing, the possibility of someone filing a petition for the office, leaving position on the ballot, and potential for deputy position to change down the road. **Motion by Anderson to move forward with making the treasurer's position appointed with the duties and responsibilities remaining the same.** Second by Barta. Upon roll call vote all voted yes motion carried. State's Attorney Cole will draft a resolution before the next meeting.

State's Attorney Cole was asked about police escorts for certain individuals into the courthouse. These are public buildings and the public has a right to access. Will look into it further.

The bid for the front door locks was submitted to the Court Facilitator Grant. The deadline was December 31st. The electrical work would be the responsibility of the county since we didn't have time to get a bid for it. It was mentioned that we have 3 different systems for the 4 county buildings. There are areas were the sheriff's office has no access. Was also questioned as to who is in charge of each building.

The fair building is looking at installing cameras for security purposes. The hockey program would pay 80% and the cost to the fair would be about \$1600 for 8 cameras. The sheriff asked to have access to those cameras.

Tanya will send out information on evaluations and deadlines.

Tanya will also work on a job description for the treasurer's position and start the hiring process.

It was suggested that portfolios be rotated, possibly every 2 years. It would give commissioners the opportunity to learn more about the different offices and their employees. Discussed leaving board members alone and just rotate county offices. Commissioners will review and come back to the next meeting with offices they wish to hold portfolios for.

Auditor's office will open at 9:00 am tomorrow due to previously scheduled vacation and appointment.

Report of county offices for fees collected during December: County Recorder \$7,076.02 and Sheriff fees \$1,229.20.

Meeting adjourned at 11:30 a.m.

Lawrence Burianek, Chairman

Attest:

Kris Molde, Auditor