

**RICHLAND COUNTY BOARD OF COMMISSIONERS
BUDGET MEETING**

Tuesday, July 24, 2018 9:00am

The Richland County Board of Commissioners met on July 24 & 25, 2018 at the Richland County Courthouse with Commissioners Rollie Ehler, Dan Thompson, Tim Campbell, Sid Berg and Nathan Berseith. Also present were Administration Personnel Hage and Oland.

HEALTH DEPARTMENT – Deb Flack; Anne LaPlante

Provided Commissioners a summary sheet showing Grant/Funding, FTE's, and % of revenue sources.

Applied for Drug Free Communities Grant. – Substance Abuse Prevention
- \$725,000/5 years. Would need 1 more FTE

Tobacco Grant, \$5,000 of this mandated to state wide Media Campaign.

Community Resource Officer is included in Health Department Budget. Social Service is no longer able to contribute due to State of ND paying programs costs.

Overall Public Health Revenue/Expense is higher due to grants

Transfer from County General 2018 - \$350,000 PH; \$180,000 HH

Transfer from County General 2019 - \$460,000 PH; \$190,000 HH

Capital Expense – See attached

Deb Flack plans to retire in 2019.

SOCIAL SERVICES – Kristen Hasbargen

Provided Commissioners with handout outlining programs, staffing and information on state funding.

Presented plan to assist child welfare workload.

Reclassify current parent aide to ½ time social worker; ½ time parent aide

Reclassify current homemaker as ½ time homemaker; ½ time parent aide.

Plan is not to fill the ½ time homemaker vacancy as there are 4 additional homemaker positions to cover. Also, there are additional providers in Richland County that offer Adult Services.

Office Supplies – increased in 2019 as NRG contract services has increased.

Due to SB2026 the state has taken over the expenses of Social Services. This is a PILOT program that will be reviewed in 2020. Proposed revenue from state in 2020 is \$450,000. If PILOT is not continued will revert back to levying mills for Social Service.

Capital Outlay – 2018 was spent in 2017 due to SB 2026

2019 – New Van

Family Focus – 1 Social Worker position

Emergency Assistance – Contributions from agencies for Christmas giving program. Only spend what we receive.

Payment from state in 2019 1,474,000 with additional M/A revenue \$200,000. Can only have \$100,000 carryover. In 2017, excess balance was transferred to county general end of 2017. In 2019 County will reduce mills by 4 to equate to amount that was transferred over per legislation.

2019 proposed transfer into Social Service = 1 mill.

Miscellaneous – ½ Social Worker shared with Ransom County.

Proposed staff changes will be addressed at next Commissioner's meeting, August 7, 2018.

Maintenance – John Anderson

See Handout

Increase in repair and service due to fire alarm repair. Also, see increase in Capital due to increase in staff in Assessor's office and needing to run addition electrical/ethernet for that position.

John addressed the need for Air system renovation in buildings and how to pay for it. Will look at Mills for capital improvements once the Center Highway shop is paid for, 2020.

1 Mill = \$91,000 in 2019 (estimate)

Emergency Management – Brett Lambrecht

Grant Monies to go for school shooting training/exercise in 2017/2018 and key fobs in LEC building. Homeland security person will do training.

Salary/Retirement/Office/Travel – receive 50% back from state for these expenses.

His vehicle was purchased in 2012 and has 65,000 miles on it.

Veterans – Mary Vetter

Expo – Well attended \$650.00

Travel increased - \$2,300.00 2018 National Convention in Pierre SD

489 Veteran's came through office in 2017. Talked about secure access to office. Mary is to look at.

Jim Kronen from the Vet Center comes to Wahpeton 2xmo. to counsel Veteran's.

For every \$1 spent in Veterans Service \$107 is brought in for Fed/State VA Benefits.

Programs budgets .85 Mills

Recorder – Cyndy Kolle

Cyndy Kolle plans to retire December 31, 2018. Would like to start advertising for position in October and have them start in December.

Will be increasing travel due to new staff attending training.

No longer use line items for Printing/Comp Software/Misc.

Cemetery new account for lawn mower, gas, maintenance

NDRIN – Software Equipment, maintenance fee, e-recording, photocopier/printer. Tyler Tech is the programmer, increase 5% each year, copier increase 10% each year.

Capital Outlay – E-record module

Fees – Follows RE trends 2018-\$103,000; 2019-\$110,000; 2020-\$110,000

NDRIN Revenue – \$3/document to Records Office. Refunds from NDRIN.

Prior payments to counties was based on # of documents all counties stored. Also, receive a percent (2018 % 1.76) by number of documents recorded in county. Pool was between \$500,000 and \$750,000. 3 west counties (Williams, Mountrail and McKenzie) are pulling out of NDRIN in 2019. They will be reworking how refunds will be distributed. Proposed for future is that 80-90% of copies printed will be returned as well as the percent but base will be a lower pool to draw from. Proposed \$400,000. This amount and percent are changed each year by NDRIN board.

Supt of Schools – Cyndy Kolle

\$1,800 – Spelling bee – 2 winners attend state in March. This covers travel, lunch, rooms.

GIS – Matt Syvertson

New line item this year. Prior year line items in Admin and Network Software budgets.

Licensing – ESRI

Capital – Computer in 2019; GPS equipment 2020

Travel – every other year attends national convention. Off year ND has convention.

Office - paper/toner. Will look at creating flyer showing resident services. Possible revenue source.

Restitution - Darlene Lee

Increase in expense - replace computer in 2019 to laptop with dock.

Fees and fines designated thru Judge, feels good relationship with Judge and States Attorney.

Extension - Kayla Carlson

Shift in state funding - 2019 60/40 does not include office space. The state will fund 60% of our total compensation and the county will fund 40% of our total compensation. Due to the higher cost of fringe benefits, which is covered by the state, the county will be paying more towards our salary.

County agent mill is 1.5 could go to 2 Mills.

Balance looks good.

911/Communications - Jill Breuer; Sheriff Larry Leshovsky

See attached

New drug/hearing tests per Century Code - \$50/Drug; \$35/Hearing

911 - .50 to State for SORN 20/20 project

Maintenance Contract - Vendors for Equipment/Code Red. 2019 will be going to Everbridge.

2020 - State 911 phone system; \$145,000 initial cost then \$3,000/mo. pay ahead on equipment then State will do upgrades.

Capital Outlay - 2018 Radios; if not will purchase right away in 2019. Bidding not happening till September. Not sure on expense due to difference in cost of radio's between vendors.

Anywhere from \$200,000 to \$400,000+

Commissioners asked how many counties have own PCAP's. 22 PCAP's; 23 State Radio

Overtime/Holiday - \$22,800 Covers Travel/Training/Advertisement and National Convention (2 people every year \$4,500)

Jail - Todd Christie; Larry Leshovsky

See Handout

Travel - 3 Officers will have basic training in Fargo, Grand Forks and Minot. Expenses include meals/lodging travel for 3 weeks. Daily per diem. No cost for training itself.

Jail Medical - 1/3 to County Health - Jail Nurse comes down for assessments and meds.

Cable TV - Commissary fund

Uniform - Equipment/license for deputies

Reliance phone cards sold, inmates pay for cards, RC Jail receives 30% for merchandise sold.

Capital - see sheet

CIS Maintenance - Marcy's law

Jail Overtime - Holiday Pay

Jail Commissary - Less income, less inmates. Looking to use Tiger commissary. Families order online and ship to inmates via FedEx. Time saver for staff. Only deliver 1x week.

Inmate repair- proposed annual maintenance

Sobriety - \$1.00/test \$5.00/day for bracelet

Work release down

Fingerprinting - Currently at \$10.00 increase to \$15.00 in 2019

Jail Lodging - population is down as are other agencies - locals are cited and given court date.

Jail Med reimbursement - Charge inmate, may see revenue, may not.

Jail Concessions - See how Tiger Commissary comes through.

1 Female staff added, one resigned

Revenue - Ipods 40%; Phone Cards 50%; Commissary 30%

Sheriff - Larry Leshovsky

See Attached handout

Shop - new line item - Split costs with Highway department. Seal floor.

Leads on Line - New software 2019-\$2,250; 2020-\$2,250. Gather information from all agencies.

Shows crime activity. Only as good as the information you put into it.

Capital Expense - 3 vehicles/tasers

Revenue - Contracts with Cities of Hankinson, Lidgerwood and Casino

SEMCA Task Force.-

2018 Agencies include: Wahpeton/Richland Co.; Sargent Co.; Traverse/Wheaton; Breckenridge, Ransom Co.; Lisbon; Forman/Gwinner/Milnor.

Jason Weber is Supervisor. State Funding is going away. They have asked if the Sheriff's Department would pick up/pay for another officer and the City of Wahpeton would do the same. County now pays \$54,736 to SEMCA as does the City of Wahpeton.

Officer will be assigned to SEMCA and answer to Larry Leshovsky, Richland County Sheriff. They take orders by jurisdiction they are working with and have been asked to assist with.

Will keep the Joint SEMCA Committee

Additional cost to county would be approximately \$21,000 per Weber

Asset Forfeiture money cannot be spent on salaries, only operating expenses.

Have requested Jason Weber to come in Wednesday at 9:15 to answer questions/explain program.

Highway - Jesse Sedler, Lowell Bladow, Ron Hohenstern, Troy Dickerman

Transfer 2019 to Highway \$1,400,000; to Road & Bridge Equipment \$230,000. Jesse removed snowplow from preliminary budget due to lack of funds.

Sealcoat -7.5 miles \$300,000 - last life line.

If we cannot afford to maintain will need to grind to gravel.

Approximately 600 miles in county.

Chip seal - \$33,000/mile. Budget \$50,000

Overlay - \$157,000/mile 2" overlay Budget \$1,000,000

Oil production is up out west but not sure how much money the state will send counties to cover infrastructure.

Crushing Gravel - \$200,000 2019. Try and have enough for 2 years.

Bridge replacement - \$70,000 - 2019 Mantador 80/20 cost share

General Construction - Small bridge culverts - \$160,000 2018; \$20,000 2019.

Tiling \$10,000/mile 7 miles in 2019.

Will be scheduling meeting with Highway Advisory Board to look over numbers again. County numbers can't support projected projects.

Leslie will request each department cut budget by 10% not including salaries or benefits.

Request Department head designate critical positions within their departments to be discussed at Department Head meeting August 1, 2018.

Positions vacated through attrition will be reviewed before filled.

Recessed until July 25, 2018, at 8:00am