

**RICHLAND COUNTY BOARD OF COMMISSIONERS
JANUARY 3, 2017**

The Richland County Board of Commissioners met on January 3, 2017 at the Richland County Courthouse with Commissioners Sid Berg, Nathan Berseth and Dan Thompson. Commissioners Tim Campbell and Rollie Ehlert were absent. Others in attendance were Administration Personnel Bailey and DeVal; State's Attorney McBeth; and a Daily News Reporter.

A motion was made by Thompson to approve the minutes of meetings December 6 and December 20; motion seconded by Berg. Vote was unanimous.

MAYOR HANSEY - CITY OF WAHPETON

Mayor Hansey thanked the Commission and other County Officials for their involvement in preparing a multi-year contract with the City of Wahpeton for Communications Services, Remote Terminal Server Provider and Courtroom Space in the Law Enforcement Center.

TREASURERS REPORT

A motion was made by Berg to approve the Treasurer's Report as presented; motion seconded by Thompson. Vote was unanimous.

A motion was made by Berg to approve the list of Depositories for 2017 as presented; motion seconded by Thompson. Vote was unanimous. (Copy attached to minutes).

MISC/CORRESPONDENCE

Bailey presented Year-end Budget Adjustments and Transfers to the Commission. (Copy attached to minutes).

A motion was made by Thompson to approve Year-end Budget Adjustments as presented; motion seconded by Berg. Vote was unanimous.

A motion was made by Thompson to approve Year-end Transfers as presented; motion seconded by Berg. Vote was unanimous.

- compensation for JPA members was briefly discussed
- 2017 mileage reimbursement rates will decrease to \$.535/mile

Berseth reported that the MN DNR has joined the Richland/Wilkin JPA Lawsuit against the F-M Diversion Authority and the US Army Corps of Engineers. There is some uncertainty over which attorney's will take the lead moving forward and how the attorney fees will be divided.

HIGHWAY DEPARTMENT

- Motor Grader Bids will be opened at the February 7 meeting
- Crews have been busy with salt & sanding

Berg complimented the Highway Dept for keeping the roads safe and driveable during recent ice and snow storms.

MISC/CORRESPONDENCE continued

A motion was made by Thompson to approve the payment of bills; motion seconded by Berseth. Vote was unanimous.

UPCOMING MEETINGS

February

- 7 Commission Meeting
- 10 Soils Meeting
- 21 Commission Meeting

Being there was no further business, the meeting adjourned at 8:45 A.M.

Reports Filed: Tax & Property Department - Revenue Voucher for November 2016.

ATTEST: Harris Bailey
Harris Bailey
Auditor/Administrator

Nathan A. Berseth CHAIRPERSON
Nathan A. Berseth
Board of Richland County Commissioners

The following claims were approved for December, 2016.

PAYROLL (inclusive)	
General	222,657.14
County Highway	82,039.48
Social Services	90,644.33
911 Communications	43,837.85
Drug Court	975.00
County Agent	4,866.76
Veterans Service	2,969.06
Weed Officer	400.00
Public Health Fund	71,893.41
SEMCA	11,303.29
PAYROLL TOTAL	531,586.32

EXPENSES: ** Refer to resolution records

County General	277,178.92
County Highway	96,790.92
Bridge Repl Fund	55,869.34
15 Mill Road fund	90,162.42
Social Service	48,159.02
Emergency Assistance	3,225.00
911 Communications	13,956.50
911 Wireless	725.81
Drug Court	186.69
Water Rescue	1,586.84
Special Response Team	440.00
County Agent	15,750.50
Veterans Service	1,634.48
Weed Control Levy	30,383.65
Public Health	29,254.97
Haz Chem Fund	55.98
State Medical Levy	134.41
Three Rivers Crisis Ctr	975.00
FEMA	155,837.83
Garrison Div	134.41
Domestic Violence	105.00
Jail Concession	1,242.13
Sobriety Test Fund	3,097.75
SEMCA	3,909.94
JDA	37,854.28
Sr Citizens Fund	134.41
Historical Society	33.57
County Agt Special	868.34
Soil Conservation	134.41
Water Mngt Levy	537.54
Joint Water Resource	268.79
Estimate Real Estate Tax	33,733.91
EXPENSE TOTAL	904,362.76
TOTAL PAYROLL & EXPENSES	1,435,949.08

ATTEST:


Harris Bailey
Auditor/Administrator


Nathan A. Berseth
Board of Richland County Commissioners

CHAIRPERSON

APPROVED DEPOSITORIES FOR RICHLAND COUNTY:
January 3, 2017

Bank of the West – Wahpeton

Wells Fargo – Wahpeton

Bremer Bank – Wahpeton

US Bank – Wahpeton

American Federal – Wahpeton

Gate City Federal Saving Bank – Wahpeton

People's State Bank – Fairmount, Wahpeton

Lincoln State Bank – Hankinson, Lidgerwood

Bank of the West – Lidgerwood

Bell State Bank and Trust – Wahpeton

Banc West Investment Services – Wahpeton

DECEMBER 31, 2016 YEAR-END BUDGET ADJUSTMENTS

NO.	FUND DESCRIPTION	ACTUAL EXPENDITURES	ORIGINAL BUDGET	CONTINGENCY ADJUSTMENT	FUND BALANCE		
					AT 12/31/16	AT 12/31/15	FUND BALANCE AT 12/31/14
1000	GENERAL JPA \$55,000; CTY PARK \$39,300	\$ 5,201,555.28	\$ 5,192,722	\$ 84,300.00	\$ 3,627,238.85	\$ 2,756,153.92	\$ 2,509,138.52
2003	DSR ADMINISTRATION EXP	\$ -	\$ -				
2004	HIGHWAY DEPT 20% City share of County Road Levy	\$ 2,241,964.25 \$ 45,122.83	\$ 2,759,026		\$ 288,047.15	\$ 154,013.50	\$ 370,291.61
2005	BRIDGE REPLACEMENT	\$ 100,412.15	\$ 325,000		\$ 10,057.29	\$ 36.59	\$ 783.42
2006	ROAD & BRIDGE EQUIPMENT	\$ 352,649.51	\$ 294,090	\$ 60,000.00	\$ 472.14	\$ 783.15	\$ 548.00
2020	15 MILL ROAD LEVY	\$ 5,226,148.25	\$ 6,444,080		\$ 2,334,403.43	\$ 1,469,646.99	\$ 453,087.09
2023	SOCIAL SERVICES	\$ 1,628,532.20	\$ 1,637,300		\$ 691,697.93	\$ 729,567.67	\$ 743,863.91
2024	EMERGENCY ASSISTANCE FUND	\$ 6,300.18	\$ 3,000	\$ 3,400.00	\$ 2,999.15	\$ 2,912.73	\$ 1,492.22
2025	EMERGENCY FUND				\$ 225,574.38	\$ 225,574.38	\$ 225,574.38
2026	911 COMMUNICATIONS	\$ 738,703.76	\$ 890,908		\$ 521.34	\$ 974.27	\$ 377.77
2027	COUNTY LOAN FUND	\$ -	\$ -		\$ -	\$ -	\$ 18,457.97
2028	911 WIRELESS	\$ 29,687.58	\$ 39,600		\$ 561.60	\$ 343.65	\$ 717.76
2029	NDRIN FEES	\$ 9,489.27	\$ 8,380	\$ 1,200.00	\$ 76.60	\$ 234.87	\$ 79.33
2039	CAPITAL IMPROVEMENTS	\$ 70,235.00	\$ 75,000		\$ 98.45	\$ 118.02	
2040	SPECIAL ASSESSMENTS	\$ -	\$ -		\$ 297.84	\$ 297.84	\$ 297.84
2043	DRUG COURT	\$ 13,415.55	\$ 26,762		\$ 283.10	\$ 198.65	\$ 503.95
2044	WATER RESCUE TEAM	\$ 3,353.63	\$ 2,500	\$ 900.00	\$ 224.27	\$ 77.90	\$ 704.97
2045	SPECIAL RESPONSE TEAM	\$ 2,514.39	\$ 3,000		\$ 33.92	\$ 48.31	\$ 1,000.69
2062	COUNTY AGENT	\$ 120,871.22	\$ 156,828		\$ 126,619.49	\$ 94,535.26	\$ 79,493.79
2080	VETERANS SERVICE OFFICER	\$ 54,080.04	\$ 56,103		\$ 11,252.70	\$ 141.33	\$ 46,318.20
2084	WEED BOARD	\$ 184,088.26	\$ 242,160		\$ 245,121.66	\$ 285,752.70	\$ 276,826.81

DECEMBER 31, 2016 YEAR-END BUDGET ADJUSTMENTS

NO.	DESCRIPTION	ACTUAL EXPENDITURES	ORIGINAL BUDGET	CONTINGENCY ADJUSTMENT	FUND BALANCE		
					AT 12/31/16	AT 12/31/15	AT 12/31/14
2087	PUBLIC HEALTH PROGRAM	\$ 715,432.59	\$ 663,997	\$ 51,500.00	\$ 184,600.87	\$ 193,021.46	\$ 191,989.25
2088	HOME HEALTH	\$ 338,192.74	\$ 334,486	\$ 3,800.00	\$ 69,669.55	\$ 75,038.12	\$ 83,331.59
2090	FAMILY PLANNING	\$ 142,472.77	\$ 144,571		\$ 15,228.72	\$ 23,916.21	\$ 14,855.60
2091	WIC PROGRAM	\$ 71,787.19	\$ 72,352		\$ 602.47	\$ 751.67	\$ 864.30
2098	HAZCHEM	\$ 5,011.48	\$ 6,000		\$ 9,901.52	\$ 11,738.00	\$ 12,014.39
8006	FEMA DISASTER REIMB.	\$ 157,674.36	\$ 260,000		\$ 276,132.72	\$ 278,346.11	\$ 347,132.71
8023	JAIL CONCESSIONS	\$ 19,094.17	\$ 16,000	\$ 3,100.00	\$ 66,611.63	\$ 54,376.05	\$ 42,893.68
8025	SOBRIETY TEST	\$ 23,338.90	\$ 13,000	\$ 10,400.00	\$ 14,752.12	\$ 6,190.02	\$ 4,232.02
8028	COUNTY PARK	\$ 62,064.17	\$ 71,000		\$ -	\$ -	\$ 9,871.36
8030	JOB DEVELOPMENT AUTHORITY	\$ 268,603.30	\$ 301,700		\$ 209,189.75	\$ 183,794.39	\$ 217,729.51
8044	SHERIFF COUNTERACT	\$ 1,476.73	\$ 500	\$ 1,000.00	\$ -	\$ 195.73	\$ 434.69
8062	COUNTY AGENT SPECIAL	\$ 3,196.07	\$ 15,000	\$ -	\$ 1,710.08	\$ 3,936.62	\$ 4,684.61
TOTAL BUDGET ADJUSTMENTS				\$219,600.00			

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DECEMBER 31, 2016 YEAR-END TRANSFERS

PERMANENT TRANSFERS

<u>FROM</u>		<u>TO</u>			
911 WIRELESS	2028 911 COMM	2026	\$	103,000.00	
GENERAL FUND	1000 911 COMM	2026	\$	446,000.00	\$ 549,000.00 911 COMMUNIC.
GENERAL FUND	1000 H2O RESCUE	2044	\$	2,500.00	\$ (456,322.48) GENERAL FUND
GENERAL FUND	1000 SPECIAL RESPONSE	2045	\$	1,000.00	
GENERAL FUND	1000 DRUG COURT	2043	\$	13,500.00	
15 MILL ROAD LEVY	2020 BRIDGE REPL	2005			
COUNTY PARK FUND	8028 GENERAL FUND	1000	\$	1,458.52	
GENERAL FUND	1000 COUNTERACT	8044	\$	1,281.00	
NDRIN FEES	2029 GENERAL FUND	1000	\$	6,500.00	
HIGHWAY FUND	2004 RD & BRG EQ	2006	\$	312,000.00	

TEMPORARY TRANSFERS

GENERAL FUND	1000 CAPITAL IMPROVMT	2039	\$ 619,000.00	\$(1,075,322.48) NET GENERAL
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YEAR-ENDED DECEMBER 31, 2016

QUARTERLY TRANSFERS

SOCIAL SERVICES	2023 PUBLIC HEALTH	2087	\$ 22,500.00	
GENERAL FUND	1000 PUBLIC HEALTH	2087	\$ 300,000.00	\$ 322,500.00
GENERAL FUND	1000 HOME HEALTH	2088	\$ 130,000.00	
GENERAL FUND	1000 FAMILY PLANNING	2090	\$ 28,000.00	
			\$ 480,500.00	TOTAL
			\$ (1,533,322.48) GENERAL	\$ (1,533,322.48) GENERAL
			\$ 351,000.00	\$ 351,000.00 1TO3 QUARTERS
				\$(1,182,322.48) Y/E TRANSFERS

DECEMBER 31, 2016 YEAR-END BUDGET COMPARISONS - GENERAL FUND EXPENSES

<u>DEPARTMENT</u> <u>NO.</u> <u>DESCRIPTION</u>	<u>ACTUAL</u> <u>EXPENSES</u>	<u>ORIGINAL</u> <u>BUDGET</u>	<u>AMOUNT OF</u> <u>VARIANCE</u>	<u>PER-</u> <u>CENT</u>
Township Loans 4101 COMMISSIONERS	\$ 405,242.81	\$ 351,018	\$ (54,224.81)	-15.45%
JPA 4104 FINANCE / ADMIN	\$ 575,123.76	\$ 579,193	\$ 4,069.24	0.70%
4105 STATE'S ATTORNEY	\$ 297,332.77	\$ 309,584	\$ 12,251.23	3.96%
4106 TAX EQUALIZATION	\$ 218,295.67	\$ 262,358	\$ 44,062.33	16.79%
4107 DIST COURT & JUVENILE	\$ 18,446.42	\$ 21,000	\$ 2,553.58	12.16%
4112 RECORDER	\$ 126,990.51	\$ 127,988	\$ 997.49	0.78%
4113 COURTHOUSE B & G	\$ 269,978.68	\$ 287,109	\$ 17,130.32	5.97%
4114 UTILITIES	\$ 149,628.72	\$ 162,600	\$ 12,971.28	7.98%
4116 PUBLISHING & PRINTING	\$ 6,449.18	\$ 7,000	\$ 550.82	7.87%
4117 ELECTION EXPENSE	\$ 72,468.89	\$ 74,000	\$ 1,531.11	2.07%
4119 POSTAGE	\$ 43,873.92	\$ 37,800	\$ (6,073.92)	-16.07%
Filled new postage machine 4135 AUDITING FEES	\$ 14,750.00	\$ 14,000	\$ (750.00)	-5.36%
4136 COUNTY DUES	\$ 21,142.00	\$ 21,322	\$ 180.00	0.84%
4146 PROPERTY INSURANCE	\$ 155,790.44	\$ 160,000	\$ 4,209.56	2.63%
4150 NETWORK COMPUTERS	\$ 111,232.48	\$ 140,615	\$ 29,382.52	20.90%
4154 SUPT OF SCHOOLS	\$ 925.61	\$ 1,100	\$ 174.39	15.85%
4155 RESTITUTION OFFICE	\$ 62,511.97	\$ 64,368	\$ 1,856.03	2.88%
4239 AMMUNITION	\$ 2,400.00	\$ 2,400	\$ -	0.00%
4240 SHERIFF DEPARTMENT	\$ 1,379,936.11	\$ 1,434,782	\$ 54,845.89	3.82%
4241 JUVENILE CUSTODY	\$ 16,468.00	\$ 24,000	\$ 7,532.00	31.38%

DECEMBER 31, 2016 YEAR-END BUDGET COMPARISONS - GENERAL FUND EXPENSES

<u>DEPARTMENT NO. DESCRIPTION</u>	<u>ACTUAL EXPENSES</u>	<u>ORIGINAL BUDGET</u>	<u>AMOUNT OF VARIANCE</u>	<u>PER- CENT</u>
4242 DISASTER EMERGENCY	\$ 82,767.34	\$ 105,332	\$ 22,564.66	21.42%
4243 COUNTY CORONER	\$ 6,097.00	\$ 14,800	\$ 8,703.00	58.80%
4244 AMBULANCE SUBSIDY	\$ 18,060.00	\$ 18,060	\$ -	0.00%
4246 JAIL DEPARTMENT	\$ 739,978.33	\$ 792,773	\$ 52,794.67	6.66%
4450 BOARD OF HEALTH	\$ 2,286.52	\$ 2,400	\$ 113.48	4.73%
4550 COUNTY PARK Board Disbursal	\$ 99,831.09	\$ 64,000	\$ (35,831.09)	-55.99%
4811 CONSULTING (la)	\$ 7,000.00	\$ 7,000	\$ -	0.00%
4901 MISCELLANEOUS Group Ins	\$ 459,764.74	\$ 446,021	\$ (13,743.74)	-3.08%
TOTAL	<u>\$ 5,364,772.96</u>	<u>\$ 5,532,623</u>	<u>\$ 167,850.04</u>	3.03%

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