

**REGULAR MEETING OF CASS COUNTY BOARD OF COMMISSIONERS
SEPTEMBER 6, 2016**

1. MEETING CALLED TO ORDER

Chairwoman Mary Scherling called the meeting to order at 3:30 PM with all members present as follows: Ken Pawluk, Arland H. Rasmussen, Chad M. Peterson and Mary Scherling. Rick Steen was present via conference call.

2. PLEDGE OF ALLEGIANCE

Heather Worden led the Pledge of Allegiance.

3. MINUTES APPROVED

MOTION, passed

Mr. Rasmussen moved and Mr. Peterson seconded that the minutes of the last regular meeting held August 15, 2016, and minutes of the budget meetings held August 15 and August 16, 2016, be approved as written. Motion carried.

4. AGENDA, Order approved

MOTION, passed

Mr. Pawluk moved and Mr. Rasmussen seconded to approve the order of the agenda with the addition of a request to close County Highway 10 in Buffalo for a fundraiser event to the consent agenda. Motion carried.

5. CONSENT AGENDA APPROVED

MOTION, passed

Mr. Rasmussen moved and Mr. Pawluk seconded to approve the consent agenda as follows: On roll call vote, the motion carried unanimously.

- a. Authorize the chair to sign the local match certification form which states that the county has provided non-federal matching funds for road projects receiving federal aid.
- b. Approve omitted assessments according to notices sent by the county auditor to affected property owners.
- c. Approve the use of the Cass County Law Enforcement Center parking lot during Bison home football games as a fundraiser for the Cass County Youth Commission (CCYC) with proceeds to be given to the charity chosen by the 2016-2017 CCYC.
- d. Approve amendment to the Cass County Employee Handbook Policy 310 – Annual Leave with the addition of a paragraph regarding special circumstances with beginning accruals when hiring a new employee.
- e. Ratify the appointment of Paul Francassi as the Cass County Director of Tax Equalization with a start date of September 19, 2016.
- f. Authorize the chair and auditor to sign Satisfaction of Contract for Deeds and Quit Claim Deeds for two tax-forfeited properties redeemed by the former owners.
- g. Approve county funding in the amount of \$99,144 for the City of Fargo to relocate the sanitary sewer along Cass County Highway 31 as part of the road relocation project west of Stockman's Supply Subdivision.
- h. Contract approval
 - Anthony Bachman—contract to operate the cafeteria at the Cass County Courthouse;
 - West Central Regional Juvenile Center—annual purchase agreement for 2017 rates for nine beds assigned to Cass County as part of the cooperative agreement.
- i. Authorize the closing of a section of Cass County Highway 10 (Main Street) in Buffalo on September 10, 2016, beginning at 4:00 PM for a Cowboy Up fundraiser event.

6. FLOOD DIVERSION, Transfer of sales tax dollars to City of Fargo authorized

Michael Montplaisir, County Auditor, said for consideration today is a request to transfer flood sales tax dollars dedicated to the FM Diversion project to the City of Fargo. He also provided a monthly balance sheet and cash disbursement report in order to keep the board fully informed on the project finances.

MOTION, passed

Mr. Peterson moved and Mr. Pawluk seconded to authorize the County Auditor to transfer \$953,841.22 to the City of Fargo as the fiscal agent for the FM Diversion Authority. On roll call vote, the motion carried unanimously.

7. COUNTY PROPERTY, Transfer of lot on 40th Avenue South to City of Fargo

Mr. Montplaisir said the Auditor's Office received a special assessment notice from the City of Fargo for a county-owned lot located on the east side of the Sheyenne River along 40th Avenue South. The county purchased the property in 2001 for a construction project on 40th Avenue South and eventually removed a house on the lot. He spoke with the City of Fargo and they removed the special assessments since the property does not benefit from the assessment district. He recommends the county transfer the lot to Fargo.

Jason Benson, County Engineer, said the county purchased the property to remove an old bridge and replace it with a box culvert. He said it makes sense to transfer the property to Fargo for right of way purposes.

MOTION, passed

Mr. Pawluk moved and Mr. Peterson seconded to authorize the chair and county auditor to sign a Quit Claim Deed to the City of Fargo for a county-owned lot along 40th Avenue South on the east side of the Sheyenne River. On roll call vote, the motion carried unanimously.

8. VOUCHERS, Approved

MOTION, passed

Mr. Peterson moved and Mr. Rasmussen seconded to approve Voucher No. 295,236 through Voucher No. 295,585. On roll call vote, the motion carried unanimously.

9. REFUGEE RESETTLEMENT MEETING; LEGISLATIVE TASK FORCE/FUNDING OF SOCIAL SERVICES; MEETING UPDATES, Committee reports

Lutheran Social Services will host a refugee resettlement informational meeting on September 8th, which Mr. Peterson, Mr. Rasmussen, and Mrs. Scherling plan to attend.

Mr. Montplaisir will attend a legislative task force meeting on September 12th in Bismarck to discuss the state taking over funding of Social Services. He said part of the discussion will include how the funding would be paid by the state.

Commissioners reported on meetings they have attended or will be attending in the upcoming weeks.

10. CORRESPONDENCE, Received and filed

MOTION, passed

Mr. Peterson moved and Mr. Rasmussen seconded to receive and file correspondence outlined by the secretary as follows: Motion carried.

- Letter from Houston Engineering, Inc. requesting comments on any environmental concerns with a proposed bridge and roadway improvement project on 42nd Street Southeast approximately 1/3 mile southeast of Durbin (copy referred to county engineer);
- Letter from Prairie Heights Church regarding a request for a tax exemption for property at 319 32nd Avenue East in West Fargo and a response letter from County Auditor Michael Montplaisir regarding requirements outlined in state law for a property to be granted an exemption.

11. ADJOURNMENT

MOTION, passed

On motion by Mr. Peterson, seconded by Mr. Pawluk and all in favor, the meeting was adjourned at 3:52 PM.

ATTEST:

APPROVED:

Michael Montplaisir – Auditor
Cass County, North Dakota

Mary Scherling, Chairwoman
Cass County Board of Commissioners