

The Barnes County Commission met in regular session on Tuesday, October 18, 2016 with Cindy Schwehr, Bill Carlblom, Mike Metcalf, John Froelich, and Rodger Berntson present. Chairman Metcalf called the meeting to order at 8:00 a.m., the Pledge of Allegiance was recited, and the Agenda was reviewed and changes were made.

**Social Services – Tenure Request**

Wanda Larson, Social Services Director, requested that 23 years' worth of tenure be granted to her. John Froelich moved to approve the request; Cindy Schwehr seconded the motion. Motion carried upon roll-call vote, with Rodger Berntson voting "no". John Froelich moved to approve 1 ½ years' worth of tenure for Katherine Smith; Cindy Schwehr seconded the motion. Motion carried upon roll-call vote, with Rodger Berntson and Bill Carlblom voting "no".

**Highway Department – DOT Maintenance Agreement**

Cindy Schwehr moved to approve the NDDOT Cost Participation & Maintenance Agreement for the Valley City East Business Loop & Wolski Plaza Road Microsurfacing project; Bill Carlblom seconded the motion. Motion carried upon roll-call vote, with all members voting "yes".

**Position Classifications – Exempt –vs- Non-Exempt**

Cindy Schwehr moved that the following five positions are all salaried at the new rate of \$22.83 per hour effective December 1, 2016 and that the positions continue to be considered "exempt" (Tax Director, Emergency Manager / Dispatch Coordinator, Planning & Zoning Coordinator, Veterans Services Officer, and Weed Officer; John Froelich seconded the motion. Motion carried upon roll-call vote, with all members voting "yes".

**Policy Committee Recommendations**

Mike Metcalf, chairman of the Policy Committee, presented the recommended changes to the Barnes County Employee Policy Handbook. Rodger Berntson made a motion to deny the recommendation to add the day after Thanksgiving as a paid holiday; Bill Carlblom seconded the motion. Motion carried upon roll-call vote, with Mike Metcalf voting "no". Changes to the breast-feeding policy will be acted on at a later date, pending further investigation. Rodger Berntson moved to follow the "do not recommend" recommendations concerning tenure transfers, vacation and sick leave transfers, and granting additional leave to new employees; Bill Carlblom seconded the motion. Motion carried upon roll-call vote, with Mike Metcalf and John Froelich voting "no". Cindy Schwehr moved to approve the policy committee recommendations, except for the change noted above, and the breast-feeding policy pending; Rodger Berntson seconded the motion. Motion carried upon roll-call vote, with Mike Metcalf and John Froelich voting "no".

**Auditor – Minutes / Tower Insurance Coverage**

Bill Carlblom moved to approve the October 4, 2016 minutes; John Froelich seconded the motion. Motion carried. Rodger Berntson moved to obtain insurance coverage on the old tower at the \$5,000 deductible rate; Bill Carlblom seconded the motion. Motion carried upon roll-call vote, with all members voting "yes". Information will be gathered for the new tower and an estimate will be obtained.

**Court Facilities Improvement Grant**

Bill Carlblom moved to submit the Application for Court Facilities Improvement Grant Funds as presented, Rodger Berntson seconded the motion. Motion carried upon roll-call vote, with all members voting "yes". The local funding cost to the County, if approved, would be \$1,362.50

**Six-Month Evaluation – Jessica Jenrich**

John Froelich moved to approve Jessica Jenrich's graduation from trial period status; Bill Carlblom seconded the motion. Motion carried upon roll-call vote, with all members voting "yes".

**Six-Month Evaluation – Sue Lloyd**

Cindy Schwehr moved to approve Sue Lloyd's graduation from trial period status; Rodger Berntson seconded the motion. Motion carried upon roll-call vote, with all members voting "yes".

Cindy Schwehr moved to approve the Barnes County Emergency Preparedness manual; Rodger Berntson seconded the motion. Motion carried upon roll-call vote, with all members voting "yes".

**Planning & Zoning - Variances**

Jessica Jenrich, Planning & Zoning Coordinator, presented an application for a Zoning District Amendment (Ag to Residential) from Justin O Knott (Ellsbury Township, SE ¼ 28-143-56). Bill Carlblom moved to approve the application; Cindy Schwehr seconded the motion. Motion carried upon roll-call vote, with all members voting "yes". Ms. Jenrich presented an application for a Variance - Setback 180' from center of the road from Justin J Enger (Meadow Lake Township, W ½ 17-138-61). Bill Carlblom moved to approve the application; John Froelich seconded

the motion. Motion carried upon roll-call vote, with all members voting “yes”. Ms. Jenrich presented an application for a Variance – Floodplain Standard from Nate J Keller (Valley Township, NE ¼ 8-140-58). Kurt Tompkins, US Fish & Wildlife representative was also present. Cindy Schwehr moved to approve the request, acknowledging that the variance would be on federal land, per telephone conversation between Ms. Jenrich, Mr. Tompkins, Mr. Keller, and Barb Fitzpatrick, FEMA representative (303) 235-4715; Bill Carlbom seconded the motion. Motion carried upon roll-call vote, with all members voting “yes”.

#### **Commission Discussion**

The NDACo conference, changes at the South Central Dakota Regional Council, and Barnes County Housing Authority were discussed. Lighting updates in the Commission Room and flooring updates for the Commission Room, the Auditor’s office, and the Eligibility office were presented for consideration. Mike Metcalf relinquished portfolio of the County Treasurer to Cindy Schwehr. The Tax Sale is set for Tuesday, November 15, 2016 at 8:00 a.m.; the deadline to redeem property is 5:00 p.m. on Monday, November 14, 2016.

#### **Department Head Meeting**

Department heads gave reports on their departments. Possible training on employee evaluation and termination procedures was discussed. Planning of the County Christmas party has begun.

With no further business, Bill Carlbom made a motion, seconded by John Froelich, to adjourn the meeting. Motion carried unanimously.

Mike Metcalf, Chairman  
Barnes County Commission

Beth M Didier  
Barnes County Auditor