

CASS COUNTY COMMISSION
AGENDA FOR PLANNING SESSION
Commission Room, Cass County Courthouse
November 16, 2020
(following regular commission meeting)

- 1) Nominations
 - a. Chair
 - b. Vice Chair
- 2) Portfolio assignments
- 3) Committee/board assignments for commissioners
- 4) Annual meeting schedule
 - a. Regular commission meetings
 - b. Rotational meetings
- 5) Other business

COMMISSION CHAIR AND VICE CHAIR

SUGGESTED MOTIONS:

Move to nominate Commissioner _____ as Cass County Commission Chair for the period of December 7, 2020, to December 6, 2021.

Move to nominate Commissioner _____ as Cass County Commission Vice Chair for the period of December 7, 2020 to December 6, 2021.

CURRENT PORTFOLIOS

**COMMISSIONER PORTFOLIOS
2019 - 2020**

Administrative Services

(COMMISSIONER CHAD PETERSON)

Auditor

Treasurer

Tax Assessor

County Recorder

Information Technology

County Administrator

- Buildings and Grounds
- Personnel
- Coroner

Planning & Operation Services

(COMMISSIONER DUANE BREITLING)

Roads and Bridges

- Planning
- Weed
- Vector
- Water Resource Boards

Human Services

(COMMISSIONER RICK STEEN)

Social Services

Public Safety Services

(COMMISSIONER MARY SCHERLING)

Sheriff

- Jail & Juvenile Center
- Emergency Management

Legal Services

(COMMISSIONER KEN PAWLUK)

State's Attorney

Veterans Service

Extension

FUTURE PORTFOLIOS

**COMMISSIONER PORTFOLIOS
2020 - 2021**

Administrative Services "A"
(COMMISSIONER _____)
County Administration
 - Buildings and Grounds
 - Human Resources
Finance

Committee Assignments:
-Building Committee

Administrative Services "B"
(COMMISSIONER _____)
State's Attorney
Information Technology
County Recorder
Tax Assessor

Human Services
(COMMISSIONER _____)
Zone Board
Extension
Veterans Service

Committee Assignments:
-Board of Health
-Cass/Clay Food Commission

Public Safety Services
(COMMISSIONER _____)
Sheriff
 - Jail & Juvenile Center
 - Emergency Management
 - Coroner

Planning & Operation Services
(COMMISSIONER _____)
Roads and Bridges
 - Planning
 - Weed
 - Vector
 - Water Resource Boards

Committee Assignments:
-MetroCOG
-Lake Agassiz
-County Planning Commission

CURRENT COMMITTEE ASSIGNMENTS

COMMITTEE/BOARD ASSIGNMENTS

Metropolitan Council of Governments

Duane Breitling
Chad M. Peterson (alternate)

Greater Fargo Moorhead Economic Development Corporation (GFMEDC)

Chad M. Peterson
Rick Steen

Lake Agassiz Regional Council

Duane Breitling
Rick Steen (alternate)

Fargo Cass Board of Health

Rick Steen (Social Services Portfolio Commissioner)

Metro Flood Diversion Board of Authority

Mary Scherling
Chad M. Peterson
Rick Steen
Duane Breitling (alternate)
Ken Pawluk (alternate)

Building Committee

Chad M. Peterson
Duane Breitling

Flood Sales Tax Committee

Mary Scherling
Ken Pawluk

Flood Buyout Program Committee

Mary Scherling
Ken Pawluk

Cass Clay Food Commission

Ken Pawluk

Human Services Zone Board

Mary Scherling
Chad M. Peterson
Rick Steen
Duane Breitling
Ken Pawluk

Cass County Planning Commission

One Cass County Commissioner (Road Portfolio Commissioner Duane Breitling), one Fargo Commissioner, one West Fargo Commissioner, one Township Officers' Association representative and five at large members

2020 DA Boards and Committees (appointments and assignments)

Board			
Appointed by:	Additional Criteria	2019	2020
Fargo	Fargo Mayor	Mahoney	Mahoney
Fargo	Fargo Commissioner	Grindberg	Strand
Fargo	Fargo Commissioner	Piepkorn	Piepkorn
Moorhead	Moorhead Mayor	Judd	Judd
Moorhead	Moorhead Council	Carlson	Carlson
Moorhead	Moorhead Council	Hendrickson	Hendrickson
Cass County	Cass Commissioner	Scherling	Scherling
Cass County	Cass Commissioner	Steen	Steen
Cass County	Cass Commissioner	Peterson	Peterson
Clay County	Clay Commissioner	Campbell	Campbell
Clay County	Clay Commissioner	Weyland	Weyland
CCJWRD	CCJWRD Manager	Olson	Olson
West Fargo	WF Commissioner	Thorstad	Dardis
R/W Counties***	R/W Counties	N/A	TBD

Finance*		
Recommended by:*	2019	2020
DA Appoints	Mahoney	Mahoney
DA Appoints	Grindberg	Dardis
Fargo	Gehrig	Gehrig
Fargo	Costin	Costin
Fargo	Redlinger	Redlinger
Moorhead	Hendrickson	Hendrickson
Moorhead	McCall	McCall
Cass	Peterson	Peterson
Cass	Steen	Steen
Cass	Montplaisir	Montplaisir
Clay	Johnson	Johnson
CCJWRD	Jacobson	Jacobson

Lands*		
Recommended by:*	2019	2020
DA Appoints	Judd	Judd
DA Appoints	Campbell	Campbell
Fargo	Grubb	Grubb
Fargo	Boerboom	Boerboom
Fargo	Strand	Strand
Moorhead	Hendrickson	Hendrickson
Moorhead	Zimmerman	Zimmerman
Cass	Scherling	Scherling
Cass	Breitling	Breitling
Cass	Kory Peterson	Kory Peterson
Clay	Mongeau	Mongeau
CCJWRD	Olson	Olson

Outreach**		
Representing	2019	2020
Fargo	John Strand	John Strand
Cass	Ken Pawluk	Ken Pawluk
Cass	Rick Steen	Rick Steen
CCJWRD	Rodger Olson	Rodger Olson
CCJWRD	Jake Gust	Jake Gust
West Fargo	Mike Thorstad	Bernie Dardis
Moorhead	Shelly Carlson	Shelly Carlson
Clay	Kevin Campbell	Kevin Campbell
Clay	Grant Weyland	Grant Weyland
Business Task Force		Katie Mastel

* Membership dictated by the JPA - entity appoints and DA Board confirms.

** No Membership defined in the JPA

*** Board position expires 12-31-20 if no member is appointed

	Chair ***	Vice Chair
2019	Scherling	Campbell
2020	Mayor Mahoney	Mayor Judd
2021	Mayor Judd	North Dakotan
2022	Cass County	Minnesotan

**** JPA specifies Chair be Mayor of Fargo, Mayor of Moorhead, and Appointed from Cass Commission - Vice Chair opposing State

SUBJECT: ADVISORY BOARDS

ADOPTED DATE: AUGUST 3, 2020

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MEMBERSHIP ON BOARDS/COMMITTEES

<u>STATUTORY BOARDS REQUIRING COMMISSION SERVICE</u>		<u>Term expires</u>	<u>(1st appt)</u>
<u>Human Services Board</u>			
Chad M. Peterson	149 S Woodcrest Dr-Fargo 58102	Dec. 7, 2020	
Rick Steen	47 Prairiewood Dr-Fargo 58103	Dec. 5, 2022	
Ken Pawluk	2828 28 th Ave S-Fargo 58103	Dec. 7, 2020	
Duane Breitling	419 Francis St-West Fargo 58078	Dec. 5, 2022	
Mary Scherling (3 year terms)	7508 Chrisan Way-Fargo 58104	Dec. 7, 2020	
Glenn Ellingsberg	1225 2 nd St W-West Fargo 58078	Dec. 31, 2021	(04/18/16)
Brian Hagen	680 42 nd Ave W-West Fargo	Dec. 31, 2021	(12/21/09)
<u>County Park Board (3 year terms for at-large members)</u>			
All Five County Commissioners			
Brandy Pyle	PO Box 337-Casselton 58012	Dec. 31, 2021	(12/17/12)
Reid Middaugh	2791 Umber Ct S-Fargo 58104	Dec. 31, 2023	(08/03/20)
<u>County Planning Commission-Membership established by Cass County Ordinance #1995-1</u> (4-year terms except Commission and Township Officer representatives)			
Duane Breitling	Cass County Commission	Dec., Each Yr.	(12/07/15)
Tim Mahoney	Mayor-Fargo City Commission	Dec., Each Yr.	(08/01/16)
Brad Olson	West Fargo City Commission	Dec., Each Yr.	(07/24/18)
David Gust	Township Officers' Assn. 3724 26 th St NW-Harwood 58042	Dec., Each Yr.	(12/17/12)
Rocky Bertsch	2310 15 th St S-Fargo 58103	Dec. 31, 2023	(12/16/19)
Kris Schipper	3049 Hickory St N-Fargo 58102	Dec. 31, 2022	(11/18/19)
Elissa Novotny	14390 40 th St SE-Wheatland	Dec. 31, 2021	(09/03/19)
Ken Lougheed	17142 18 th St SE-Gardner 58036	Dec. 31, 2021	(01/05/98)
Keith D. Monson	2995 170 th Ave SE-Harwood 58042	Dec. 31, 2020	(06/18/01)

HISTORICAL REFERENCE DATE: MAY 4, 1992

REGULARLY SCHEDULED CASS COUNTY COMMISSION MEETINGS
FOR THE YEAR 2021

January	4
January	19 (Tuesday)*
February	1
February	16 (Tuesday)*
March	1
March	15
April	5
April	19
May	3
May	17
June	7
June	21
July	6
July	19
August	2
August	16
September	7 (Tuesday)*
September	20
October	4
October	18
November	1
November	15
December	6
December	20

Meetings are held the 1st and 3rd Mondays of each month at 3:30 PM in the Commission Room, Cass County Courthouse (unless otherwise stated) and special meetings as called. If Monday is a holiday, meetings will be held the following day.

Agenda deadline is the Monday before each meeting at 5:00 PM.

*Meetings held Tuesday because Monday is a holiday

2021 ROTATIONAL DEPARTMENT MEETINGS

January	4, 2:00 PM—Human Services
January	19, 2:00 PM—Group A
February	1, 2:00 PM—Human Services
February	16, 2:00 PM—Group B
March	1, 2:00 PM—Human Services
March	15, 2:00 PM—Road Advisory
April	5, 2:00 PM—Human Services
April	19, 2:00 PM—Sheriff Department
May	3, 2:00 PM—Human Services
May	17, 2:00 PM—Group A
June	7, 2:00 PM—Human Services
June	21, 2:00 PM—Group B
July	6, 2:00 PM—Human Services
July	19, 2:00 PM—Road Advisory
August	2, 2:00 PM—Human Services
August	16, 2:00 PM—Sheriff Department
September	7, 2:00 PM—Human Services
September	20, 2:00 PM—Group A
October	4, 2:00 PM—Human Services
October	18, 2:00 PM—Group B
November	1, 2:00 PM—Human Services
November	15, 2:00 PM—Road Advisory
December	6, 2:00 PM—Human Services
December	20, 2:00 PM—Sheriff Department

Group A—Auditor, Treasurer, Tax Director, Recorder, Information Technology, Water Resource Districts.

Group B—State’s Attorney, Extension Service, Veterans Service, Coroner, Emergency Management.

Other county committee meetings, such as the Personnel Overview Committee and the County Park Board, are held on an as-needed basis. Generally, they will also be scheduled on a Commission Monday.