



**Dickinson
County
Newsletter
33
March, 2007**



Construction Update: Roger Gilbert reports that the metal stud exterior walls are framed up and most of the south wall is sheathed. Much required welding has delayed the roof decking, but should start next week. The treads of the pan stairs will be poured soon. As soon as all of the frost is out of the ground, McHan plans to start on the south retaining wall going east from the Sally Port. McHan is still expecting completion by the time the ground is frozen next winter. The subcontractors will be working on the Clerk of Courts area and the County Attorney's area first, hoping to have those areas ready in July or August. That will allow for the Engineer's office, the P&Z office and the County Attorney's office to move and McHan to start demolition of those buildings. Parking lot construction will start immediately following the demolition. Coordination with the movers, phone & computers, the furniture companies and those offices will start as early as May or June. McHan is to give the County a heads up as soon as they know they will be able to give partial occupancy to the Engineer, P&Z, Clerk, and the County Attorney. The Board of Supervisors received a request from McHan for payment of the Phase 1 retainage amounting to \$342,775. After much discussion, the request was granted but not without further comment in writing. The letter accompanying the payment made it clear that the Board is concerned with the severity of the outstanding issues and expects acceptable resolutions.

For additional information on the construction of the new courthouse, a quarterly update will be in the Shopper, the Dickinson County News and on the County web page.

Final Budget for FY'08 Graphs and slides and information used to put together the FY08 Budget is presented in a PowerPoint presentation on the County web page. The budgeted levies for FY'08 are as follows:

General fund reduced from 3.23 to 2.73511 in FY07 and NOW to 2.50 for FY'08

Mental Health reduced from 0.35126 to 0.29057 in FY07 and to 0.29492 for FY'08

Rural Services reduced from 1.86301 to 1.67776 in FY07 and to 1.6541 for FY'08

Debt Service reduced from 0.85056 to 0.71772 in FY07 and to 0.70317 in FY2008

Countywide with Rural Services levy REDUCED from 6.29483 to 5.42116 in FY'07 and to 5.15219 for FY'08.

Dickinson County Financial Reporting Policy: Adopted May 11, 2004 - Effective July 1, 2003

This is a reminder! With all the changes in equipment and furnishings as the offices have moved and are moving into the new courthouse, do not forget to report any capital assets and/or individual assets to the Auditor. Capital assets are major assets of \$5,000 or more that will be used in governmental operations and that benefit more than a single fiscal period. Individual assets with an initial cost of \$1,000 or more but less than \$5,000 will be maintained on an inventory list for **public accountability and insurance purposes**. The policy reads as follows: Each Department Head or Elected Official **shall**, upon request, report to the Auditor the following information for new purchases: Cost, Date of Purchase, and Location of item. The Auditor may ask for input regarding estimated useful life and estimated salvage value. The Auditor's office is requiring tagging of all new furniture and equipment. Call JoLynn Harms at the Auditor's office with any questions. The Auditor must have all information to the insurance company by May 1st.

Drug Discount Program: The Dickinson County Community Services Office implemented a prescription drug discount card program in Oct. 2006 sponsored by the National Association of Counties (NACo) offering a percentage off of the retail price of commonly prescribed drugs. The cards may be used by all county residents, regardless of age, income, or existing health coverage, and are accepted at all of the county's pharmacies. Cards have been available at the Community Services Office, DHS, and local pharmacies. In Dickinson County the average submitted price for a prescription from Oct. 2006 through Feb. 2007 was \$38.42 with an average savings of \$6.66. The total number of users has ranged from 27 to 32 in any single month. The average savings per prescription for Dickinson County thus far is about 17%.

Personnel Policies/ Building Policies: Over the last couple of months there have been numerous workshops reviewing policies for the County's Personnel Policy Manual and for a Courthouse building and grounds manual. You can expect to see some policies and procedures for use of the courthouse facilities soon. Some of those policies are expected to cover signage, space heaters & candles, food & drink areas, public phones/use of cell phones in the building, and parking. New personnel policies under consideration are County cell phone usage, County credit card usage, Internet, Email & Computer usage, County vehicle usage, clarification of the compensatory time policy, and a possible policy allowing the transfer of earned vacation and earned comp time to an employee in need.