# **COUNTIES**

#### CHAPTER 115

### SENATE BILL NO. 2197

(Senators Lee, Cook) (Representatives Delmore, Huether, Koppang, B. Thoreson)

### COUNTY COMMISSION TERMS AND VACANCIES

AN ACT to amend and reenact subsection 1 of section 11-07-04 and section 44-02-05 of the North Dakota Century Code, relating to the terms of office of members of the board of county commissioners and vacancies in boards of county commissioners.

#### BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

**SECTION 1. AMENDMENT.** Subsection 1 of section 11-07-04 of the North Dakota Century Code is amended and reenacted as follows:

1. When redistricting is completed or if failure to redistrict requires at large election of commissioners as provided in section 11-07-03, all commissioners then holding office who will be elected in the same manner, either from districts or at large, as they were elected at the last election shall complete the remainder of that term of office. However, an election must be held at the next general election in any district where redistricting places two or more holdover commissioners in that district or leaves a district without a commissioner residing in the district. In those counties retaining the same method of electing county commissioners as that utilized prior to before a decennial, or other, redistricting, elections shall must continue on a staggered basis in accordance with the same classes in force prior to before the effective date of a redistricting under this chapter. At the first general election following redistricting of the county or election of commissioners at large, the county commissioner offices held by commissioners whose terms would end in the month of January December following that general election shall must be open for election.

**SECTION 2. AMENDMENT.** Section 44-02-05 of the North Dakota Century Code is amended and reenacted as follows:

44-02-05. Vacancy in board of county commissioners - How filled. When a vacancy occurs in the board of county commissioners, the remaining members of the board, with the district judge serving selected by the remaining county and auditor commissioners, immediately shall appoint some suitable person to fill the vacancy from the district in which the vacancy occurred. If a majority of the officers fails to agree upon a person to fill the vacancy, the county treasurer shall or, if the county does not have an elected treasurer, another elective county officer must be called in

and shall act as an additional member of the board to fill the vacancy. The appointee holds office until the appointee's successor is elected at the next general election and qualified.

Approved April 18, 2001 Filed April 18, 2001

### SENATE BILL NO. 2244

(Senator Krauter) (Representatives Froelich, Kerzman)

#### COUNTY CANDIDATE RESIDENCY

AN ACT to amend and reenact section 11-10-04 of the North Dakota Century Code, relating to the residence of candidates for election to a county office.

#### BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

**SECTION 1. AMENDMENT.** Section 11-10-04 of the 1999 Supplement to the North Dakota Century Code is amended and reenacted as follows:

### 11-10-04. Officer must be qualified elector - Exceptions.

- 1. Except as otherwise specifically provided by the laws of this state, a county officer must be a qualified elector in the county in which the person is appointed, and a county commissioner must be a qualified elector in the district from which the commissioner is chosen. Upon
- 2. <u>Notwithstanding subsection 3, upon</u> approval of the board of county commissioners of each affected county, a person may serve as an elected officer of more than one county and must be a qualified elector of one of the counties in which the person is elected.
- 3. A candidate for election to a county office must be, at the time of election, a qualified elector in the jurisdiction in which the candidate is to serve.
- 4. Two or more counties may appoint one person to fill the same office in each county and the person filling the office must be a qualified elector of one of the counties.
- 5. a. The boards of county commissioners of two or more counties may agree by resolution to elect a multicounty jurisdiction state's attorney pursuant to chapter 11-10.3. An agreement made between two or more counties according to this subsection must specify procedures for filing for office, the use of a single canvassing board, the sharing of election personnel, the printing of election materials, the publishing of legal notices, and the apportioning of election expenses. A candidate for election to the office of multicounty jurisdiction state's attorney must be a qualified elector of the multicounty jurisdiction at the time of the election; or

b. The boards of county commissioners of two or more counties may agree by resolution to allow any candidate for the office of state's attorney to petition for office in each county, and to serve if elected, if the candidate is a qualified elector of one of the counties at the time of the election. To be elected to serve a county in which the candidate is not a resident, the candidate must receive the highest number of votes for the office in that county. Each county shall certify the results and issue certificates of election pursuant to chapter 16.1-15.

Approved April 23, 2001 Filed April 23, 2001

### **HOUSE BILL NO. 1332**

(Representatives D. Johnson, Mueller) (Senator Klein)

# **COUNTY TAX AND FEE REFUNDS**

AN ACT to create and enact a new section to chapter 11-10 of the North Dakota Century Code, relating to counties not issuing refunds of taxes or fees unless the amount to be refunded is five dollars or more.

#### BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

**SECTION 1.** A new section to chapter 11-10 of the North Dakota Century Code is created and enacted as follows:

**Refund of taxes or fees - Minimum amount.** Notwithstanding any other provision of law, a person is not entitled to a tax or fee refund, to be paid or approved by a county officer or employee, unless the amount of the refund is five dollars or more.

Approved March 16, 2001 Filed March 16, 2001

#### SENATE BILL NO. 2298

(Senators Andrist, Lyson) (Representative Severson)

### **COUNTY SPECIAL ASSESSMENT LEVIES**

AN ACT to amend and reenact section 11-11-55.1 of the North Dakota Century Code, relating to special assessment levies by counties.

#### BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

**SECTION 1. AMENDMENT.** Section 11-11-55.1 of the North Dakota Century Code is amended and reenacted as follows:

**11-11-55.1.** Petition <u>or resolution</u> for improvements - Levy of special assessments. The board of county commissioners of any county, <u>by resolution or</u> upon receipt of a petition of sixty percent of the landowners in a defined area, outside of the limits of any incorporated city, may install the petitioned improvements as benefit the defined area, provide for the financing of the improvements, and levy special assessments for the payment of all or part of the improvements within the defined area. In providing for the improvements, the county shall have the authority granted to municipalities in chapters 40-22, 40-23, 40-23.1, 40-24, 40-25, 40-26, 40-27, and 40-28, and the county shall comply with the provisions of those chapters in making the improvements. Whenever action is required of city officials in those chapters, the comparable county officials shall take the action.

Approved April 5, 2001 Filed April 5, 2001

### **HOUSE BILL NO. 1062**

(Representative Carlisle) (Senator Lyson)

### COUNTY LAW ENFORCEMENT JURISDICTION

AN ACT to create and enact a new section to chapter 11-15 of the North Dakota Century Code, relating to the jurisdiction of county law enforcement officers.

#### BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

**SECTION 1.** A new section to chapter 11-15 of the North Dakota Century Code is created and enacted as follows:

**County law enforcement officer - Fresh pursuit.** A county law enforcement officer in fresh pursuit may enter another county and may continue within that county in fresh pursuit to make an arrest, in compliance with a warrant or without a warrant under the conditions of section 29-06-15, if obtaining the aid of law enforcement officers having jurisdiction in that county would cause a delay permitting escape. As used in this section, "fresh pursuit" means fresh pursuit as defined in section 29-06-07.

Approved March 6, 2001 Filed March 6, 2001

### **HOUSE BILL NO. 1255**

(Representatives Gulleson, DeKrey, Onstad) (Senator Bowman)

### REGISTER OF DEEDS CHANGED TO RECORDER

AN ACT to create and enact a new section to chapter 11-18 of the North Dakota Century Code, relating to changing references from the register of deeds to the recorder.

#### BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

**SECTION 1.** A new section to chapter 11-18 of the North Dakota Century Code is created and enacted as follows:

"Recorder" to be substituted for "register of deeds". Whenever the term "register of deeds" appears in the North Dakota Century Code, the term "recorder" or "county recorder", whichever is appropriate, must be substituted therefor. The recorder must be substituted for, take any actions previously taken by, and perform all duties previously performed by the register of deeds.

Approved March 16, 2001 Filed March 16, 2001

## SENATE BILL NO. 2173

(Senator Lee)

#### DOCUMENT PRESERVATION FUND AND DEED FEES

AN ACT to create and enact a new section to chapter 11-18 of the North Dakota Century Code, relating to creation of a document preservation fund; to amend and reenact section 11-18-05 of the North Dakota Century Code, relating to fees charged by the register of deeds; and to provide an expiration date.

#### BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

**SECTION 1.** A new section to chapter 11-18 of the North Dakota Century Code is created and enacted as follows:

<u>Document preservation fund.</u> The county treasurer shall establish a document preservation fund to receive the portion of the recording fees authorized by section 11-18-05. The revenue in this fund may be used only for contracting for and purchasing equipment and software for a document preservation, storage, and retrieval system; training employees to operate the system; maintaining and updating the system; and contracting for the offsite storage of microfilm or electronic duplicates of documents for the county register of deeds' office.

<sup>53</sup> **SECTION 2. AMENDMENT.** Section 11-18-05 of the 1999 Supplement to the North Dakota Century Code is amended and reenacted as follows:

**11-18-05. Fees of register of deeds.** The register of deeds shall charge and collect the following fees:

- 1. For recording an instrument affecting title to real estate:
  - a. Deeds, mortgages, and all other instruments not specifically provided for in this subsection, seven dollars for the first page and three dollars for each additional page. In addition, for all documents recorded under this section that list more than five sections of land, a fee of one dollar for each additional section listed which is to be recorded in the tract index.
    - (1) "Page" means one side of a single legal size sheet of paper not exceeding eight and one-half inches [21.59 centimeters] in width and fourteen inches [35.56 centimeters] in length.
    - (2) The printed, written, or typed words must be considered legible by the register of deeds before the page will be accepted for recording.

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Section 11-18-05 was also amended by section 1 of House Bill No. 1105, chapter 361.

- (3) Each real estate instrument must have a legal description considered to be adequate by the register of deeds before such instrument will be accepted for recording.
- (4) A space of at least four inches by three and one-half inches [10.16 by 8.89 centimeters] square must be provided on the first or last page of each instrument for the register of deeds' recording information. If recording information can only be placed on the reverse side of an instrument, an additional page charge must be levied.
- b. Instruments satisfying, releasing, assigning, subordinating, continuing, amending, or extending more than one instrument previously recorded in the county in which recording is requested, seven dollars for the first page and three dollars for each additional page plus three dollars for each such additional document number or book and page. In addition, for all documents recorded under this section which list more than five separate sections of land, a fee of one dollar for each additional section listed which is to be recorded in the tract index.
- c. Plats, irregular tracts, or annexations, ten dollars for one lot plus ten cents for each additional lot, with the exception of auditor's lots which must be a single charge of seven dollars.
- d. All instruments presented for recording after June 30, 2001, must contain a one-inch [2.54-centimeter] top, bottom, or side margin on each page of the instrument for the placement of computerized recording labels. An instrument that does not conform to this margin requirement may be recorded upon payment of an additional fee of two ten dollars.
- 2. For filing any non-central indexing system instrument, five ten dollars.
- 3. For making certified copies of any recorded instrument or filed non-central indexing system instrument, the charge is five dollars for the first page and two dollars for each additional page. For making a noncertified copy of any recorded instrument or filed non-central indexing system instrument, a fee of not more than one dollar per instrument page.
- 4. For making a copy of any filed non-central indexing system instrument, one dollar for each five pages or portion thereof. For making a certified copy of any non-central indexing system filed instrument, five dollars plus one dollar for each additional five pages or portion thereof.
- 5. For filing, indexing, making, or completing any statement, abstract, or certificate under the Uniform Commercial Code central filing data base, the computerized central notice system or the computerized statutory liens data base, for receiving printouts, and for other services provided through the computerized system, the fee is the same as that provided in sections 41-09-42 and 41-09-43, as applicable.
- 6. 5. The register of deeds may establish procedures for providing access for duplicating records under the register of deeds' control. Such records

- include paper, photostat, microfilm, microfiche, and electronic or computer generated instruments created by governmental employees.
- 7. <u>6.</u> Duplicate register of deeds' records stored off-site as a security measure are not accessible for reproduction.

**SECTION 3. AMENDMENT.** Subsection 1 of section 11-18-05 of the 1999 Supplement to the North Dakota Century Code is amended and reenacted as follows:

- 1. For recording an instrument affecting title to real estate:
  - a. Deeds, mortgages, and all other instruments not specifically provided for in this subsection, seven ten dollars for the first page and three dollars for each additional page. In addition, for all documents recorded under this section that list more than five sections of land, a fee of one dollar for each additional section listed which is to be recorded in the tract index. Three dollars of the fee collected for the first page of each instrument recorded under this subdivision must be placed in the document preservation fund.
    - (1) "Page" means one side of a single legal size sheet of paper not exceeding eight and one-half inches [21.59 centimeters] in width and fourteen inches [35.56 centimeters] in length.
    - (2) The printed, written, or typed words must be considered legible by the register of deeds before the page will be accepted for recording.
    - (3) Each real estate instrument must have a legal description considered to be adequate by the register of deeds before such instrument will be accepted for recording.
    - (4) A space of at least four inches by three and one-half inches [10.16 by 8.89 centimeters] square must be provided on the first or last page of each instrument for the register of deeds' recording information. If recording information can only be placed on the reverse side of an instrument, an additional page charge must be levied.
  - b. Instruments satisfying, releasing, assigning, subordinating, continuing, amending, or extending more than one instrument previously recorded in the county in which recording is requested, seven ten dollars for the first page and three dollars for each additional page plus three dollars for each such additional document number or book and page. In addition, for all documents recorded under this section which list more than five separate sections of land, a fee of one dollar for each additional section listed which is to be recorded in the tract index. Three dollars of the fee collected for the first page of each instrument recorded under this subdivision must be placed in the document preservation fund.

- c. Plats, irregular tracts, or annexations, ten dollars for one lot plus ten cents for each additional lot, with the exception of auditor's lots which must be a single charge of seven dollars.
- d. All instruments presented for recording after June 30, 2001, must contain a one-inch [2.54-centimeter] top, bottom, or side margin on each page of the instrument for the placement of computerized recording labels. An instrument that does not conform to this margin requirement may be recorded upon payment of an additional fee of two dollars.

**SECTION 4. EXPIRATION DATE.** Sections 1 and 3 of this Act are effective through June 30, 2005, and after that date are ineffective.

Approved April 9, 2001 Filed April 10, 2001

### **HOUSE BILL NO. 1104**

(Political Subdivisions Committee) (At the request of the State Auditor)

### STATE AUDITOR DUTIES

AN ACT to amend and reenact sections 11-23-02 and 25-01.1-20, subsection 2 of section 27-17-02, section 36-15-06, subsection 3 of section 40-16-03, and sections 40-33-24, 40-33.1-08, 40-40-04, 40-61-07, and 61-24-10 of the North Dakota Century Code, relating to the duties of the state auditor; and to repeal sections 40-40-12 and 54-10-12 of the North Dakota Century Code, relating to the state auditor.

#### BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

**SECTION 1. AMENDMENT.** Section 11-23-02 of the North Dakota Century Code is amended and reenacted as follows:

11-23-02. Auditor to prepare budget of county expenditures. The county auditor shall prepare an annual budget for the general fund, each special revenue fund, and each debt service fund of the county in the form prescribed by the state auditor. The budget must set forth specifically:

- 1. The detailed breakdown of the estimated revenues and appropriations requested for each fund for the ensuing year.
- 2. The detailed breakdown of the revenues and expenditures for each fund for the preceding year.
- 3. The detailed breakdown of estimated revenues and expenditures for each fund for the current year.
- 4. The transfers in or out for each fund for the preceding year and the estimated transfers in or out for the current year and the ensuing year.
- 5. The beginning and ending balance of each fund or estimates of the balances for the preceding year, current year, and ensuing year.
- 6. The tax levy request for any funds levying taxes for the ensuing year.
- 7. The certificate of levy showing the amount levied for each fund and the total amount levied.
- 8. The budget must be prepared on the same basis of accounting used by the county for its annual financial reports.
- 9. The amount of cash reserve for the general fund and each special revenue fund, not to exceed seventy-five percent of the appropriation for the fund.

The county auditor shall transmit one copy of such annual budget to the state auditor no later than January first of each year.

**SECTION 2. AMENDMENT.** Section 25-01.1-20 of the North Dakota Century Code is amended and reenacted as follows:

25-01.1-20. Care and custody of funds belonging to patients of state institutions. The superintendent of any state institution under the management and control of the supervising department, when the care and custody of any funds belonging to patients thereof are by law devolved upon the superintendent, shall keep accurate accounts of such funds in books provided for that purpose and shall pay out such funds under such rules and regulations as may be prescribed by law or by the supervising department, taking proper vouchers therefor in all cases from the patient or responsible representative of such patient. Each superintendent shall give a bond in such sum as may be required by law, or as may be prescribed by the supervising department, to be subject to the approval of the state auditor, conditioned for the faithful performance of duties and a due accounting for the funds entrusted to the superintendent's care.

**SECTION 3. AMENDMENT.** Subsection 2 of section 27-17-02 of the North Dakota Century Code is amended and reenacted as follows:

- 2. In lieu of receiving judicial retirement salary under this chapter, a judge of the supreme court or a judge of the district court, or in the event of the judge's death, the surviving spouse or legal representative, upon application to the state auditor supreme court at any time after he ceases to be such judge and without having made application for and received judicial retirement salary under this chapter, is entitled to receive the amount of judicial retirement assessments heretofore or hereafter deducted and withheld by the state of North Dakota. If such judge has received judicial retirement salary under this chapter, the amount of judicial retirement assessments deducted and withheld by the state of North Dakota in excess of judicial retirement salary received by such judge, are payable, in the event of his death, but not otherwise, to the surviving spouse if living, otherwise to his legal representative.
- <sup>54</sup> **SECTION 4. AMENDMENT.** Section 36-15-06 of the 1999 Supplement to the North Dakota Century Code is amended and reenacted as follows:
- **36-15-06.** Fees of appraisers How paid. Each member of the board of appraisers who is not an agent of the board is entitled to reasonable compensation for services rendered. Compensation for all board of appraiser members must be the same and must be paid out of the fund created for the purpose of carrying out the provisions of this chapter, upon presentation of vouchers to the state auditor duly approved by the board.

**SECTION 5. AMENDMENT.** Subsection 3 of section 40-16-03 of the North Dakota Century Code is amended and reenacted as follows:

3. Records. To maintain a complete record of all financial transactions of the city which includes receipts, disbursements, fund balances, other assets, liabilities, and equity. Records shall be maintained as prescribed by the state auditor.

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Section 36-15-06 was repealed by section 10 of Senate Bill No. 2347, chapter 316.

**SECTION 6. AMENDMENT.** Section 40-33-24 of the North Dakota Century Code is amended and reenacted as follows:

- **40-33-24.** Funds of jointly operated utilities. All funds of any jointly operated utility as provided in section 40-33-22 shall not be subject to the provisions of sections 40-33-10 and 40-33-11, but shall be kept separate and apart from all other funds of any participating municipality and shall be disbursed in the manner provided by the governing board thereof. All books and accounts of such jointly operated utility shall be examined periodically by the state auditor, who shall be reimbursed by the utility for the costs of such examination. The state auditor shall render reports upon such examinations to the governing bodies of the participating municipalities.
- **SECTION 7. AMENDMENT.** Section 40-33.1-08 of the North Dakota Century Code is amended and reenacted as follows:
- **40-33.1-08.** Moneys of the authority. All moneys of an authority shall be paid to the city auditor as agent of the authority, who shall not commingle such moneys with any other moneys. Such moneys shall be deposited in a separate bank account or accounts. The moneys in such accounts shall be paid out by the auditor on requisition of the chairman of the authority or of such other person or persons as the authority may authorize to make such requisitions after audit by the auditor. All deposits of such moneys shall, if required by the auditor or the authority, be secured by obligations of the United States or of the state of North Dakota of a market value equal at all times to the amount of the deposit, and all banks and trust companies are authorized to give such security for such deposits. The auditor and his legally authorized representatives are authorized and empowered from time to time to examine the accounts and books of the authority, including its receipts, disbursements, contracts, leases, sinking funds, investments, and any other records and papers relating to its financial standing. An authority shall have power, notwithstanding the provisions of this section, to contract with the holders of any of its notes as to the custody, collection, securing, investment, and payment of any moneys of the authority, or any moneys held in trust or otherwise for the payment of notes or in any way to secure notes, and to carry out any such contract notwithstanding that such contract may be inconsistent with the previous provisions of this section. Moneys held in trust or otherwise for the payment of notes or in any way to secure notes and deposits of such moneys may be acquired in the same manner as moneys of the authority, and all banks and trust companies are authorized to give such security for such deposits.

The accounts of an authority shall be subject to the supervision of the state auditor.

- **SECTION 8. AMENDMENT.** Section 40-40-04 of the 1999 Supplement to the North Dakota Century Code is amended and reenacted as follows:
- **40-40-04. Municipality to prepare preliminary budget statement.** The governing body of each municipality, annually on or before September tenth, shall make, on suitable blanks prescribed by the state auditor, an itemized statement known as the preliminary budget statement showing the amounts of money which, in the opinion of the governing body, will be required for the proper maintenance, expansion, or improvement of the municipality during the year, and giving other information relating to the finances of the municipality as the state auditor may require.

**SECTION 9. AMENDMENT.** Section 40-61-07 of the North Dakota Century Code is amended and reenacted as follows:

**40-61-07. Moneys of the authority.** All moneys of an authority shall be paid to the city auditor as agent of the authority, who shall not commingle such moneys with any other moneys. Such moneys shall be deposited in a separate bank account or accounts. The moneys in such accounts shall be paid out by the auditor on requisition of the chairman of the authority or of such other person or persons as the authority may authorize to make such requisitions after audit by the auditor. Approval of the payment of an account or claim shall be recorded in the record of the proceedings of the authority and this shall be sufficient to indicate approval without requiring the approving members to sign or initial the voucher or order for payment. All deposits of such moneys shall, if required by the auditor or the authority, be secured by obligations of the United States or of the state of North Dakota of a market value equal at all times to the amount of the deposit, and all banks and trust companies are authorized to give such security for such deposits. The auditor and his legally authorized representatives are authorized and empowered from time to time to examine the accounts and books of the authority, including its receipts, disbursements, contracts, leases, sinking funds, investments, and any other records and papers relating to its financial standing. An authority shall have power, notwithstanding the provisions of this section, to contract with the holders of any of its bonds as to the custody, collection, securing, investment, and payment of any moneys of the authority, or any moneys held in trust or otherwise for the payment of bonds or in any way to secure bonds, and to carry out any such contract notwithstanding that such contract may be inconsistent with the previous provisions of this section. Moneys held in trust or otherwise for the payment of bonds or in any way to secure bonds and deposits of such moneys may be acquired in the same manner as moneys of the authority, and all banks and trust companies are authorized to give such security for such deposits.

The accounts of an authority shall be subject to the supervision of the state auditor.

**SECTION 10. AMENDMENT.** Section 61-24-10 of the North Dakota Century Code is amended and reenacted as follows:

61-24-10. Certified copies of levy and budget sent to county auditors. Immediately after completion of the budget and the adoption of the annual tax levy by the board of directors of the district, but not later than October first, the secretary of the district shall send one certified copy of the levy as adopted and one certified copy of the budget to the county auditor of each county in the district, and one certified copy of the levy and one certified copy of the budget to the state auditor.

**SECTION 11. REPEAL.** Sections 40-40-12 and 54-10-12 of the North Dakota Century Code are repealed.

Approved March 14, 2001 Filed March 14, 2001

# SENATE BILL NO. 2215

(Senators Wardner, Fischer, Heitkamp) (Representatives Aarsvold, Keiser)

### COUNTY DEBT ADJUSTMENT BOARDS ELIMINATED

AN ACT to repeal chapter 11-26 of the North Dakota Century Code, relating to county debt adjustment boards.

#### BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

**SECTION 1.** REPEAL. Chapter 11-26 of the North Dakota Century Code is repealed.

Approved March 21, 2001 Filed March 21, 2001