

**Commissioner Meeting
July 11, 2017**

Chairman Sand called the meeting to order at 9:00 am. Present were Joel Hamar, John Hokana, Dean Simek and Chairman Thor Sand. Marke Roberts was not present.

The Pledge of Allegiance was recited.

Agenda additions

Update on 5 County meeting

Gravel roads

Haying county property

County Fair

Weed Board

The minutes from the June 20, 2017 were reviewed. Approval was postponed until State's Attorney Gary Neuharth could review. Simek made a motion to approve the minutes from the June 30, 2017 special meeting. Hamar seconded. Motion carried.

Treasurer Gail Veland joined the meeting at 9:15 am.

Hamar made a motion to approve the vouchers with the addition of the voucher to Allied Energy in the amount of \$2,092.52. Simek seconded. Motion carried.

Hamar gave an update from information received at the 5 county meeting. All five counties seem to be having the same issues as Dickey County is. Culvert cost sharing was discussed, along with the requirement that any culvert change should have a hydrology study done. Sargent County gave a copy of a culvert hand out that they had given to each township. Sewer septic system issues were also discussed. Richland will share their policy once they have it finalized. Abandoned buildings were also discussed. LaMoure County has an issue, where it is costing them quite a bit of money. The material from tearing down any down any building has to go to the landfill. The next quarterly meeting is in October and held in Dickey County

Hokana asked if the county wanted to allow county property at the West Shop to be hayed, since there is a shortage of hay. It was also discussed that the area could be left for wildlife habitat. If it was going to be cut for hay, it should be advertised so that everyone has a chance to bid on it. After further discussion, Hokan motioned to not cut the grass at the west shop and not advertise for bids to bale the grass. Simek seconded. Motion carried. Hamar mentioned that a notice reminding land owners of the hay bale policy in the county right of way should be published in the paper.

Hamar discussed the County Fair that was held over the weekend. The consensus was that things seemed to go quite well. There were a lot of exhibits and got many compliments on the new shade attachments. County Agent Breana Kiser and 4-H Agent Aimee Ellinger joined the meeting at 10:00. They stated statics numbers are up and felt the changes they had made were good. The 4-H alumni event went well, as well. They felt that there could be some minor changes for next year. It was hard to find exhibits to put purple ribbons on them with the new lay out. There are a lot of exhibits going to state fair, which starts July 17.

Sand discussed the need to communicate with the Weed board concerning training Neuharth needed to complete with the board. Simek had spoke with Mark Bobbe, the vice chairman and Bobbe stated that they were having their next meeting tonight. Sand read a letter of resignation from Deb Anderson, the current Weed Board secretary. The Commissioners need to appoint a new member to the board. Several suggestions were provided by Commissioners and Sand was going to check with the individuals if they were interested. Chairman Sand and States Attorney Neuharth need to visit with the Weed Board to discuss their role as a member of the board Sand plans to attend the meeting tonight.

Sheriff Chris Estes, Administrative Assistant Andrea Masse and Highway Superintendent Jeff Hagen joined the meeting at 10:30 am. Estes stated he is waiting for a background check on one of the applicants earlier interviewed. He has two interviews scheduled for Thursday, July 13th at 4:00 and 5:00. Masse brought before the Commissioners a contract with DRN to monitor and maintenance on the security system in the Court House, Social Services, and the Highway Department. The cost is \$10/month, and a cost of \$3 for each battery as they are replaced. Hamar motioned to sign the agreement. Hokana seconded. Motion carried.

DES/911 Coordinator Charlie Russell jointed the meeting at 10:45. Russell stated that the Commissioners may want to consider writing a policy concerning the use of drones at the county fair grounds. There were several at the County Fair this weekend. Russell was aware of one drone, but there was more than one flying during the weekend. If there is a problem at an event caused by a drone and the county has no one to go back against if there was a problem, it could cost the county without the policy in place. There are FAA guidelines that say you can't fly over groups of people.

Highway Superintendent Hagen stated they are working on finishing gravel on the roads. It is hard with the dry weather we have been having. They are getting some rock and clay to put on the end of Larson slough, which should be done the end of the week or next week. He is trying to get a bid on blacktop patching for the parking lot, which the health district may be able to help pay for. Hamar stated he is getting complaints still on the state line road. Hagen said they would try to fix it again.

Simek stated the road between Old 281 to Monango has some pretty good holes. They are hauling gravel today to fix that. Hagen stated next year, he would like to have only 2 regions for gravel hauling instead of 4. He felt that will make it easier for all involved.

Deputy Auditor Sheppard presented a permit for a raffle to be held in July for the Guelph Area Betterment to raise money for lighting in the gym. Hamar motioned to approve the application and to waive the application fee. Hokana seconded. Motion carried.

Hamar motioned to appoint Wanda Sheppard to fill the unexpired term of the County Auditor until the next election, effective Friday July 14th. Simek seconded. Motion carried. Sand thanked Bev Beeche for her years of service with Dickey County.

Meeting went in recess at 11:40 am and reconvened at 12:00 pm.

A short discussion was held concerning salaries and health insurance for the upcoming budget year. Sheppard has worked at the Deputy Auditor for 9 years and the current Auditor Clerk has worked for the county for one year. Hamar motioned to move Sheppard to Auditor Step 5 and Stormy Bertsch to a step 1 as Deputy Auditor effective Monday July 17th. Hokana seconded. Motion carried.

Meeting was adjourn at 12:45.

Commissioner Meeting July 18, 2017

Chairman Sand called the meeting to order at 10:28 am. Roll call with Joel Hamar, John Hokana, Marke Roberts, Dean Simek, and Chairman Sand present. Also present was States Attorney Gary Neuharth. The Pledge of Allegiance was recited.

Addition to the agenda

Salaries and supervisor input

Calls on employee attendance and second jobs

Neuharth asked for information concerning the training that needs to be done with the Weed Board. Auditor Sheppard will forward the presentation from the Auditor Convention, along with the name of the presenter. Sand had attended the Weed Board meeting on July 11th, where Vice Chairman Bobbe stated his disappointment with the Commission in the dismissal of the Weed Board Chairman.

Neuharth requested that the Commission talk to department heads about salaries this year. He stated he has gotten a lot of complaints about how the implementation of the new schedule was handled. He stated they do not feel it was handled fairly. Hokana feels that the process has room for improvement. The Commission requested an e-mail be sent out to each department head, stating that members of the Commission would like to meet with each department head about salaries and the office itself. They are requesting each department head to speak with their employees before the meeting with them occurs.

Road Supervisor Jeff Hagen, Treasurer Gail Veland and Sheriff Chris Estes joined the meeting at 11:00 am.

Hagen presented a picture of nails and screws he found on Highway 281 right by the mailbox one morning. There is no camera pointing that direction. Hagen stated that there are two road graders that are will need to be added to the budget for 2018. He would also like to replace of one of the older trucks. The employees are currently working on replacing brakes on the belly dumps and changing tires.

Estes stated that an offer will most likely be extended on Friday for a new deputy. Estes said there is an increase in the amount of gravel trucks on the road right now, so they will be out checking over weight trucks. Estes stated there is a meeting in Kansas he would like to attend for the Northwest Shuttle Service, which is a system for transporting prisoners nationwide.

Veland requested that a motion be made to change the signature cards at all financial institutions. Hamar made a motion that signers at all Financial Institutions in Dickey County will be Gail Veland, Treasurer, Cheryl Brokaw, Deputy Treasurer, Wanda Sheppard, Auditor, and Stormy Bertsch, Deputy Auditor. This includes all accounts, CD's, and other banking items for the County of Dickey including the Dickey Sargent Joint Water accounts. It is the policy of the County of Dickey to require 2 signatures, one from each office. Roberts seconded. Motion carried.

Veland requested that a motion also be made to change the signature cards for the Dickey County 4-H Council. Hamar made a motion that signers on the Dickey County 4-H Council account will be Shirlene Wagner and one signature from the Auditor's office, Wanda Sheppard, Auditor or Stormy Bertsch, Deputy Auditor. Simek seconded. Motion carried.

Roberts made a motion for Chairman Sand and Vice Chairman Hamar to sign the letters to all financial institutions. Hokana seconded. Motion carried

Veland presented the Treasurer's Quarterly report. Hokana motioned to accept the Quarterly Report and have the Chairman sign. Simek seconded. Motion carried

Simek motioned to approve the June 20th minutes with corrections. Roberts seconded. Motion carried.

Roberts motioned to approve the July 11th minutes with corrections. Hamar seconded. Motion carried

Simek made a motion to approve the vouchers with the additions of \$23,692.60 for bills submitted by the Dickey Sargent Joint Water Board. Hokana seconded. Motion carried.

Hokana motioned to approve the financials. Roberts seconded. Motion carried.

Tax Director Don Flaherty joined the meeting at 12:30. Flaherty is requesting to purchase 40 training hours from Vanguard in the amount of \$3,800, which will cover training through the end of 2018. Hokana motioned to approve the purchase of 40 hours of training from Vanguard. Simek seconded. Motion carried.

Flaherty stated that the training requirements need to be completed for all assessors as of the end of July. The state will be sending out letters the end of this week for those individuals who haven't completed all the requirements.

Simek made to motion to appoint Trevor Hokana to the weed board. Roberts seconded. Motion carried. The next weed board meeting is August 8 at 8:00 pm at Weed Board Building.

Hamar had received a call from Ron Wiederholt from NDSU Extension. Wiederholt is requesting the Commission look in to increasing the 4-H agent hours to full time. The Commissioners will consider that while working on budget for 2018.

Hamar gave an update on the roof project. The demolition of the old roof will begin July 24th, with demolition taking a week. The east entrance of the court house will be blocked. Employees may want to park somewhere else. The project will take about 5 weeks with an expected completion date of September 1. Custodial staff will have a list of contact people for the contractors.

Hokana motioned to adjourn at 1:30 pm.

Salaries		178,855.68	53461-53570
Cities, Townships, Schools	cities, townships, schools	133,026.75	65267- 65275
Cities, Townships, Schools	cities, townships, schools	82,485.48	65276- 65311
CHI Mercy Health	Drug Testing for inmates (4 inmates)	1,469.00	65312
ND Public Employees Retirement	DEF COMP	2,412.92	65313
ND Public Employees Retirement	DEF COMP HD	123.50	65314
Community Volunteer EMS of LaMoure	Ambulance Collections	208.85	65315
Kulm Ambulance Corps Inc. c/o Robin Hehr	Ambulance Collections	783.18	65316
Edgeley Ambulance Service	Ambulance Collections	417.69	65317
Oakes Ambulance Service	Ambulance Collections	1,827.42	65318
Ellendale City	Airport, Ambulance	2,528.73	65319
Oakes City	Airport	544.67	65320
Garrison Diversion	Collections, Homestead Credit & Veterans Credit	1,492.70	65321
James River Soil Conservation 975	Collections	1,478.99	65322
Ellendale Fire #2	Collections- Ellendale, Homestead Credit, Veterans Credit	2,120.56	65323
Oakes Fire #3	Collections- Oakes, Homestead Credit, Veterans Credit	2,925.97	65324
State Treasurer	State Medical, Clerk of Court Fees	1,193.15	65325
Dickey County Treasurer	Clerk of Court Fees	275.25	65326
Monthly Expenses	Monthly Expenses	3,721.58	65327- 65347
Allied Energy	Partial Payment of Bill (Sheriff's Collect.)	2,092.52	65348
Cole Paper	Mop Velcro, microfiber Pad, Air Filters, Buff Pads	539.18	65349
Computer Express	Toshiba Tv, Tough pad Adapt, Dock, Bracket	1,570.00	65350
Computer Express	32 GB Thumb Drive	16.00	65351
Dickey County Leader	Legal Minutes	517.45	65352
Dickey County Hwy Dept.	Gasoline Purchases- Sheriff	709.46	65353

Ellinger Aimee	Alumni Videos, Shooting Sports mileage/meals, CPR Training Registration	416.97	65354
Expressway Inn-Bismarck	W-Sheppard Stay	81.90	65355
Farnams Genuine Parts	Big Easy Lockout Kit	69.50	65356
Farmers Union Oil CO	Weed Spray	23.00	65357
Glynn Law Firm P.C.	Court Appointed Attorney	741.96	65358
Mailfinance	Lease Payment (Postage Machine)	305.76	65359
Mainstay Suites	Gail room stays 3 nights Wanda room stay 2 nights treas. And aud conv.	553.50	65360
Marquart, Andrew S.	Court Appointed Attorney	599.73	65361
Matheson Tri-Gas INC.	Fire Extinguishers, Brackets for Sheriff	205.86	65362
Mertz Const & Supply- Ellendale	Gloves and Kneeing Pad	19.48	65363
Modern Marketing	Activity Cards, Shipping Sheriff's Office	218.19	65364
Montana Dakota Utilities	Park Lighting and park Pool	99.06	65365
ND Association of Counties	Excel ILG Webinar M-Roberts, S- Bertsch	70.00	65366
ND State Radio	Lets Terminal Renewal	240.00	65367
Neuharth Gary	Room Rent	250.00	65368
State Fire & Tornado Fund	Annual Insurance Premium	4,738.33	65369
Sheppard Wanda	Miles to Aud. Conv. Payroll Conv. HR Collobor	752.66	65370
True Value- Ellendale	Buld, Clamps, Rust Enamel, Chair Duct Tape, Towels	187.17	65371
Veland Gail A	Travel from Ellendale to Waford City 690 Miles	369.15	65372
Quality Quick Print	Decals on Truck Regulatory	509.28	65373
Dakota Improvement	Rental of Bob Cat Loader, Gravel Hauling 6/9 through 6/28	9,089.10	65374
Ecolab Pest Elimination Division	Rodent Program	88.99	65375
Farmland Co-op	AD Diesel Cardtrol	116.96	65376
Farmers Union Oil Co	# 2 Fuel and Propane	2,933.38	65377
Fullerton City Auditor	Utilities	20.00	65378
Kadrmass Lee & Jackson INC	Task 1; inv86245;5317101-study/rpt Task-1- Design-INV 86245;PROJ 5317101	10,000.00	65379
Kadrmass Lee & Jackson INC	Wetland Mitigation on CO.3-2016 Fee	32.88	65380
Mahlers Village Variety	Flash Drive	13.99	65381
Napa Parts Supply Inc.	Filters, Brake Cleaner, Serpentine Belt	92.94	65382
Northwest Tire & Auto Service	Trailer Tires, Tires	2,883.01	65383
R Enterprises, Inc.	Gravel Hauling	30,513.03	65384
Retzlaff- R- Trucking LLC	143 Loads of Gravel- DC5 and Haul Roads	13,814.64	65385
Retzlaff- R- Trucking LLC	Gravel Hauling 6/18 through 7/5	19,217.31	65386
Southeast Water Users	Water	45.53	65387
True Value- Ellendale	Yel Marking Paint, Bleach, Trach bags, premix fuel , side key, tissue	112.13	65388
Valley Office works	Load Slips	743.81	65389
Vistos CARQUEST	Machin washer, bearing	50.06	65390
Waste Management	Utilities	48.22	65391
Office of Attorney General- 1250	June Scram Bracelets	460.00	65392
Kadrmass Lee & Jackson INC	Roof Assessment	2,927.53	65393
Wagner Harley J	Travel with the VSO Van	954.50	65394
Kiser Breana	4H Camp, Judging , Fair work Mileage, Meals at Camp, Registration for CPR Training	456.54	65395
Crop Production Services	Tordon, Roundup, Lecitech	27,816.00	65396
Dickey County Leader	Advertising Cost Share	60.50	65397

Dickey County Hwy Dept.	Gasoline	518.70	65398
Fullerton Farmers Elevator	Chemical, Chemical Gloves, Coupler	10,933.25	65399
True Value- Ellendale	Batteries, Elec Tape, Vehicle Strap, Scissor, Tempo	205.92	65400
Dickey County Leader	Bids (Yorktown Maple)	453.75	65401
Forum Communication Company	The Jamestown Sun (Bids) In forum (Bids)	537.42	65402
Oakes Times	Bids (Yorktown Maple)	232.80	65403
Ohnstad Twichell PC	Gen. Services, Fullerton INPVT. Maple River	1,056.14	65404
Haak Princess	Mileage For Special Water Board Meeting	VOID	65405
Haak Princess	Postage Certified Mail	48.79	65406
Moore Engineering INC	Prof. Services Yorktown Maple, Maple River Colony, Robert Thorpe tile	25,780.95	65407
Zimbleman Don K	Mileage For Special Water Board Meeting	void	65408
Dickey Rural Networks	Dickey 911 Trucks Rental, Rec Update	251.00	65409
A&B Business	Catalog Envelopes, Copy Stamp, Folders, Markers	100.00	65410
AT&T Mobility	PIO Charges, Courthouse, Road, 911	670.30	65411
Computer Express	HP-CF413A Magenta, Monthly Service Arguments, Media Sim Card	1,951.50	65412
Dakota Electronics	Radio Battery, Factory Repair of PRE AMP	164.85	65413
Ellendale City Auditor	Park,Courthouse,Sprinkler,HWY,Weed Building Utilities	1,035.10	65414
ND Public Employees Retirement	BCBS	51,586.54	65415
ND Public Employees Retirement	BCBS-HD	4,969.44	65416
ND Public Employees Retirement	LIFE-INS	457.53	65417
ND Public Employees Retirement	LIFE-INS HD	142.70	65418
Dakota Plains Credit Union	Payroll Transfer	140,000.00	65419
Monthly Expenses	Monthly Expenses	4,945.81	65420-65437
Alcohol Monitoring Systems inc	Cam Daily Monitoring & Rental	148.80	65438
Farm & Home Publishers	Printed FHP Book- Dickey ND 2017	800.00	65439
Hoven Perry	Coroner calls, Mileage, Supplies	958.89	65440
Information Technology Dept.	H Hokana exchange E-Mail, Monthly Service Contract, Net Motion, Multifactor Authentication	573.00	65441
Jamestown Community Corrections	Quarterly Payment	1,124.76	65442
Jerke Irrigation	Replace Leaking Electric Control Valve	268.00	65443
NDAAO	Membership Dues- Geller, Flaherty, Annual Conference	135.00	65444
Secsure Software Solutions	2017 Parcel Splits	683.00	65445
Fastenal Company	1/4-20 .027-165inst	8.13	65446
Farnams Genuine Parts	Battery core Deposit, hose fitting, oil, cerulean 2 GRS Carter	828.88	65447
John Deere Financial	JD GRDR Lease Payment	30,166.97	65448
John Deere Financial	Fuel Filter, Filter Element, TRT HYD. Fluid	217.47	65449
North Dakota Insurance Department	2018 Registration	300.00	65450
Oakes Truck & Trailer	13 Construction belly dump-25 amp fuse, removed wet kit and reinstalled on new truck, '12 inter. Workstare 7600- fixed oil pressure, replaced motor mount boil and tightened up	4,689.45	65451
Ottertail Power Company- Fergus Falls	Garget- Oakes Utilities	23.70	65452
Steinwand Marlon	2nd Payment on Contract- Royalties	31,108.00	65453
Zep Sales & Service	Zep Velvet Lotion Soap, Zep Instant Hand Sanitizer Gel, Shipping	149.73	65454

Stutsman Correctional Center	Jail Housing May and June	2,210.00	65455
Dakota Plains Credit Union	4H Camp Supplies	175.66	65456
Mahlers Village Variety	Contact Paper, Hooks, Lighter, Bag 4H Camp	39.08	65457
Wagner Shirlene	Mileage to and from dickey county fair	4.28	65458
Dakota Plains Credit Union	Gemplers Chemical	271.91	65459
ND Association of Counties	6% of Rev	500.16	65460
Kedish House	May 2017 SFR Grant #16206	414.83	65461
Ameripride Servieces INC	Rug Service	523.59	65462
Dakota Valley Electric Coop	Wilson Dam Utilities, HWY Dept. Utilities, Guelph Tower Utilities	202.00	65463
Dickey Rural Networks	Phone Charges	1,181.03	65464
Montana Dakota Utilities	Utilities- Courthouse. Fullerton Shop, Main Shop, Weed Building	1,858.13	65465
Haak Princess	Mileage to Special Meeting s	32.10	65466
Flaherty Don	Flex	257.36	65467
Zimbleman Don K	Meeting Mileage	21.40	65468
Wage Works	Cancer	70.00	65469
ND Public Employees Retirement	Retirement	2,451.60	65470
ND Public Employees Retirement	Def Comp	2,297.92	65471
ND Public Employees Retirement	Def Comp HD	123.50	65472
Delta Dental plan of MN	Dental	1,410.65	65473
Ameritas Life Insurance Corp.	Vision	401.12	65474
North Dakota United	Dues	83.22	65475
ND Public Employees Retirement	Retirement	23,087.68	65476
Zimbleman Don K	Mileage For Special Water Board Meeting	void	65477
Alfac	Cancer	3,404.14	65478
Hokana Holly	Flex	210.00	65479
Miller Amber	Flex	1,150.00	65480

Thor Sand, Chairman

Wand Sheppard, Auditor