

## Dickey County Commission Meeting

November 1, 2016

Chairman Sand called the meeting to order at 9:30 am. Present for the meeting were Joel Hamar, John Hokana, JT Homan, Dean Simek and Chairman Sand. The press was not represented.

The Pledge of Allegiance was recited.

Additions to the Agenda

Unclaimed Property

State Fair Delegate

County Easements

Weber Property

County Extension Agent

Hamar motioned to approve the minutes. Homan seconded. Motion carried.

Simek motioned to approve the vouchers. Homan seconded. Motion carried.

Treasurer Gail Veland attended the meeting at 9:18. She requested authorization to send \$300 to ND Unclaimed Property because the check written to Myron Masset is not cashed. Mr. Masset can submit paperwork to ND Unclaimed Property Division to receive payment from them.

The board reviewed the State Fair letter of request to appoint a delegate to represent Dickey County. Hamar motioned to appoint 4-H Agent Breanna Kiser as a State Fair Delegate. Simek seconded. Motion carried.

Chairman Sand updated the commission regarding the October 24 JDA meeting that Sand and Simek attended. He said the JDA had a request for a grant to pay the salary for the part-time employee of the Ellendale Opera House. Sand said the employee, Justin Meidinger, gave a good presentation. Sand said the board may reconsider the grant request 2017 because the JDA 2016 budget is spent.

Health Director Roxanne Holm joined the meeting at 10:15. She distributed a copy of the On-Site Treatment System Permit Plan and Installation Approval. Holm said the permit plan was accepted by District Health Director Marci Beta. She further stated home owners who have new septic systems installed have to get an easement from adjoining landowners if the system is to be installed on less than 1 acre. Simek motioned to have the Chairman sign the easement for Earl Gall, pending approval by the States Attorney. Hokana seconded. Motion carried with 4 Yes votes and one No vote.

Sheriff Chris Estes attended the meeting at 10:40. He said two Dickey County Sheriff's deputies assisted Morton County with the pipeline protest last week. The deputies are back in the county and paperwork is submitted to ND State for reimbursement to the county for wages and expenses.

Estes asked if he could hire someone clean their office a couple times a month. Currently the sheriff and his staff are cleaning the office. No decision was made at this time.

Road Superintendent Jeff Hagen, RDO, Inc. representative Jeree Meyers, and KIJ Engineer Josh Loegering joined the meeting at 11:00 am. Mr. Meyers said at this time the resale value for road graders is less than the price quoted on the sales proposal. He said the county has time to decide and that he will keep checking to see if the resale value increases.

Meyers said he is looking for the best lease financing options for the 2 road graders on order.

Loegering submitted pay request # 4 to the commission for signatures. Hamar motioned for the chairman to sign Pay Request #4, as presented by Loegering, for Central Specialties, Inc. (CSI) in the amount of \$2,802.06 for the County 3 Mine and Blend project (1112-070). Simek seconded. Roll call vote passed with Joel Hamar, yes; John Hokana, yes; JT Homan, yes; Dean Simek yes; and Chairman Thor Sand, yes .

Hamar motioned to sign Pay Request #6 for K.D. Hoyt, Inc., as presented by Loegering, in the amount of \$51,725.05 for the County 3 Widening project (1112-069). Roll call vote passed with Joel Hamar, yes; John Hokana, yes; JT Homan yes; Dean Simek yes, and Chairman Thor Sand, yes.

Road superintendent Hagen said the Forbes blade man is retiring November 2. Hagen will place a help wanted ad for a blade operator and shop employee on Job Service, as well as in the Dickey County Leader and the Aberdeen News.

Aimee Ellinger, Youth Development and 4-H Director, told the commissioners that the County Agent's Office is rearranging their offices and updating the computer programs so all County Agent employees will have the same computer programs. She also told them she is certified to teach Family Consumer Science Education.

Theresa Blondo, representing Dickey County Housing Authority, submitted a resignation letter from Board Member Deb Tank. She asked the commission to appoint a replacement to represent the county. Blondo stated in the past a County Commissioner has sat on the board as well.

Blondo requested a key to the courthouse because there are times when she needs to retrieve client files before or after hours and for clients who live outside of the county. Blondo will visit with the Clerk of Court Office about the availability and the cost of a key.

Hokana motioned to adjourn at 12:05 pm. Homan seconded. Motion carried.

## **Commission Minutes**

### **November 15, 2016**

Chairman Sand called the meeting to order at 9:05 am. Present for the meeting was Commissioners Joel Hamar, John Hokana, JT Homan, Dean Simek and Chairman Sand. The press was not in attendance.

The Pledge of Allegiance was recited.

#### Additions to the Agenda

- State Class A football

- KD Hoyt meeting

- County land near residence

- Approve Temporary Liquor License

- Clerk of Court

The Commissioners extend Congratulations to the Ellendale-Edgeley-Kulm football team on winning the 2016 State Championship.

Hamar motioned to approve the minutes. Homan seconded. Motion carried.

Simek motioned to pay the vouchers. Hamar seconded. Motion carried.

Hokana motioned to approve the financials as presented. Homan seconded. Motion carried.

Hamar motioned to approve the temporary liquor license for Seasons Bar from Harvest Inn, Inc. to serve alcohol at the Oakes Golf Club. Hokana seconded. Motion carried.

Chairman Sand said he received a request from a homeowner to post the county land that is located near the residence. The commission talked about the county property being public land and they are hesitant to post a no hunting sign. They will verify with the game warden that the property is within restricted distance from a residence before taking action on the request.

Clerk of Court Andi Schimke reported the grant for the courthouse roof is ready to be submitted and asked Chairman Sand to sign the paperwork. The amount of the grant request is \$146,287. Hamar motioned to have the chairman sign the application for the grant as submitted by Clerk of Court Schimke. Simek seconded. Motion carried.

Hamar motioned to open the County Tax Sale at 10:30 am. Homan seconded. Motion carried.

The county auditor offered one property described as Lot 13, Block 29, Ellendale City 1<sup>st</sup> Addition (parcel #0806000), for a minimum sale of \$3,515.59. No bids for the property were received. Simek motioned to close the tax sale. Hokana seconded. Motion carried. Hamar motioned to abate the taxes on the property and deed Parcel #0806000 to the City of Ellendale. Hokana seconded. Motion carried.

Casey Peterson attended the meeting at 10:40 am. Mr. Peterson explained that Kentner Township officials approved a cattle feed lot. He said the township doesn't have a zoning ordinance so the feedlot falls under the county's

zoning laws. Peterson said the facility meets health standards. Hokana motioned to authorize the chairman to sign the zoning request application from Casey Peterson and approve a feedlot in Kentner Township, Dickey County. Simek seconded. Motion carried.

John Quandt joined the meeting at 10:44 to update the commissioners on the progress of the Lovell Township drain that is located along 114<sup>th</sup> Ave. Mr. Quandt presented aerial photos of the drain and explained the amended permit includes the lateral effect on existing government wildlife easements. He said state agencies involved in the permitting process include the Department of Health, Department of Transportation and Fish and Wildlife.

Deputy Auditor Wanda Sheppard presented the Blue Cross/Blue Shield insurance information that Chairman Sand requested. She distributed paperwork showing a comparison of the coverage and cost of Sanford Insurance and Blue Cross Blue Shield Health Insurance policies. Currently the county has Sanford Insurance through ND Public Employment Services (PERS) and Avera in South Dakota does not accept Sanford Insurance. The commission requested the quote from Blue Cross Blue Shield because several employees have Avera Clinic and Hospital in Aberdeen as their healthcare provider. No action was taken at this time.

The commission revisited the county employee benefits. Hokana motioned to follow the state Social Services policy for the number of years worked before an employee's vacation days increase and the state accrual of days that can be carried forward. Motion failed for lack of a second.

Homan motioned to use the same incremental vacation schedule that Social Services follows. Hokana seconded. Motion carried.

Hamar motioned that vacation days be increased for non-Social Service employees be increased from 10 days to 12 days for the first three years of employment and incremental increases as discussed, with a maximum of 20 vacation days and 15 days that can be carried forward. The vacation time is in addition to the day off for the employee birthday. Homan seconded. Motion carried.

Following is the vacation schedule.

1 – 3 years	12 days
4 – 7 years	15 days
8 – 12 years	17 days
13 – 18 years	19 days
19+ years	20 days

Hamar motioned to change from 10 days to 12 days of sick leave, with a maximum carry over at 30 days. Simek seconded. Motion carried.

The commission tabled discussion regarding new overtime legislation for nonexempt employees until the states attorney is available for advice.

Risk Manager Cresta Miller delivered the safety inspection check list for the courthouse. She explained that she is working on resolving hazards that can be resolved. Miller explained the hazards that cannot be changed are built in accessories such as spiral stair cases.

Road Superintendent Jeff Hagen and Kadrmars, Lee and Jackson Engineer Josh Loegering joined the meeting at 11:15 am. Loegering updated the commission on the December 8 meeting with KD Hoyt and presented a change order for Dickey County 3 (CNOB-OC #1112-69) in the amount of \$74,198. The change order is for the reduced amount of dirt work on the County 3 project and the preliminary work KD Hoyt did on the intersection of County 8 and County 3. Simek motioned to authorize the chairman to sign the change order as presented by Loegering. Homan seconded. Motion carried.

Homan motioned to have the auditor sign the reimbursement request in the amount of \$74,198. Simek seconded. Roll call voted carried with Joel Hamar yes; John Hokana yes; JT Homan yes; Dean Simek yes; and Chairman Sand yes. Hamar thanked Loegering for representing Dickey County during the meeting with KD Hoyt and complimented him for a job well done.

Loegering submitted progress estimate #5 for Central Business Inc. (CSI) in the amount of \$132,105.91, stating the 5% retainage on the mine and blend project (CNOG 1112-070) remains to be paid. Simek motioned to have auditor sign the reimbursement request for payment to CSI. Homan seconded. Roll call vote carried with Joel Hamer yes; John Hokana yes; JT Homan yes; Dean Simek yes; and Chairman Sand yes.

Road Superintendent Hagen reported the Ellendale City officials talked to him about building a shared salt storage building. Hagen offered to meet with the Ellendale City Council about the building. Chairman Sand authorized Hagen to look into the shared project.

Hokana motioned to pay the agreed upon amount of \$4,800 to John Deere Financial for repair to the mower at the county shop. Simek seconded. Motion carried.

The commissioners thanked JT Homan for his service as an interim commissioner until the November 8 election. Mark Roberts will begin his term as Commissioner on December 6, 2016.

The meeting adjourned at 12:15 pm.

Cites, townships, schools	cites,townships,school	108,456.22	63223-63265
Human Services	Monthly expenses	21,377.82	63266-63281
Advanced Striping and Seal Coating Inc.	Striping Cuorthouse Parking Lot	1,335.00	63282
Anderson, Deborah D.	Mileage SE Quad Meeting	140.40	63283
Cole Paper	Cleaners; Buff Pats; Bath Tissue; 8' Each Pole;Back Flip Snls	801.29	63284
Computer Express	Printer Toner (Sheriff)	74.99	63285
Computer Express	Black Toner	120.99	63286
Dakota Plains Credit Union	Gasoline (Sheriff's Office); Lodging/Training (L. Peterson)	354.05	63287
Dickey County Hiway Dept	Fuel for Dem Vehicle	113.64	63288
Ellinger, Aimee	Fall Conference Meals; 4-H Awards Banquet Mileage	70.34	63289
Expressway Inn & Suites, Bismarck	NDACO Confernce Lodging (W. Sheppard)	160.20	63290
Flaherty, Don	Property Tax Dept Meeting Mileage	176.04	63291
Hamar, Joel	Budget Meeting & Social Service Meeting Mileage	23.76	63292
Hokana, John	Budget Meeting Mileage	103.68	63293
Homan, JT	Budget Meeting Mileage	100.44	63294
Hoven, Perry	4 Calls; Mileage & Meals for Calls; Confeence; Disater Pouches	1,553.52	63295
Jerke Irrigation	Winterization, Six Impact Sprinklers	454.08	63296
Montana Dakota Utilities	Utilities at Park Building and Park Lighting	92.82	63297
Muckey Construction	Curb Stops; Rebar for Courthouse Parking	189.90	63298
ND State Surplus Property	Propane Lantern; Blankets Collapsible Stretcher (Disaster & Shelter Supplies)	170.00	63299
NDAE4-HWY	2017 State Dues for A. Ellinger (1/2 paid by state)	45.00	63300
Network Center Communications	Used Phone for D. Geller	60.25	63301
Neuharth, Gary	Building Rent	250.00	63302
Radisson Hotel, Bismarck	NDACO Confernce Lodging (G. Veland)	163.80	63303
Seyer Plumbing & Heating	Refund Paper Service	20.00	63304
Simek, Dean	Budget Meeting Mileage	55.08	63305
Veland, Gail A.	Region 5 Treasurer Meeting, Banking in Oakes and NDACO	278.64	63306

Conference Mileage			
Central Specialties Inc.	Progressive Payment #4 CNOB-112(070)	2,802.62	63307
KD Hoyt Inc	Progressive Payment #6 CNOB-BNOC-112(069)	51,725.03	63308
Mowers and Moore	Whacker Packers & Choin Saw Repair	168.00	63309
North Dakota One Call	Locate Request	29.00	63310
R&B Supply Co Inc.	Master Screw Extractor with Drill and Guide	239.00	63311
Southeast Water Users	West Shop	46.92	63312
Thorpe Excabating	Install one 36' Culvert-N.D. Pahl's	810.00	63313
NDAREC/NDRGI	Sponsorship for Rural Grocers Summit	200.00	63314
Karmas Lee & Jackson Inc	Courthouse Roof Assessment	249.28	63315
Stutsman Correctional Center	Sept. Prison Board	2,145.00	63316
Cambria Suites	Fall Conference Lodging (G. Dathe)	245.70	63317
Dakota Plains Credit Union	Car Wash (VSO Van)	12.99	63318
Dataspec Inc	Yearly Program Renewal	399.00	63319
Dathe, Gary	Service Work Mileage for Aug, Sept, Oct; Mileage and Meals to Spring Conference	605.04	63320
Wagner, Harley J	VSO Van Trip Hours; Meals	160.00	63321
Dakota Plains Credit Union	Fall Conference Registratoin (B. Kiser)	150.00	63322
Dickey County Hiway Dept	Gas	179.89	63323
Dickey County Leader	Weed Spraying Right of Way and bids for Spray Truck Classified Ads	26.20	63324
True Value, Ellendale	Shop Supplies; Antifreeze	515.00	63325
Haak, Norman	Mileage of Lovell Heating, Joint Board	59.94	63326
Haak, Princess	Postage Reimbursement	3.98	63327
Hauck, Keith	Lovell Project Hearing Mileage	54.00	63328
Moore Engineering Inc	Gramlow Tilong	87.50	63329
Ohnstad Twichell, PC	Fullerton Improvement; Gemar Dam; General Services; Oakes City Surface App; Gramlow Tile App; Quandt Project 2015	6,287.28	63330
ND State Radio	Quarterly 911 Fee	8,055.96	63331
Ellendale City Auditor	Utilities: Courthouse, Sjrinkler, Park, Main Shop, Weed Building	847.75	63332
NDSU Ext Service-Center for Comm Vitality	Mileage to Ransom Co. Fair; State Car Use June-July-Aug	917.24	63333
ND Game & Fish Dept	Final Game and Fish Payment	10,546.88	63334
Community Volunteer EMS of LaMoure	Ambulance Collections	142.66	63335
Kulm Ambulance Corps Inc	Ambulance Collections	535.01	63336
Edgeley Ambulance Service	Ambulance Collections	285.34	63337
Ellendale City	Airport; Ambulance	1,813.91	63338
Oakes City	Airport, Ambulance	1,706.89	63339
Garrison Diversion	Collections	1,316.08	63340
James River Soil Conservation 975	Collections	970.58	63341
Ellendale Fire #2	Collections, Ellendale	593.31	63342
Oakes Fire #3	Collections, Oakes	1,129.54	63343
State Treasurer	State Medical; Clerk of Court Fees	347.32	63344

Dickey County Treasurer	Clerk of Court Fees	429.00	63345
Dakota Plains Credit Union	Payroll Transfer	130,000.00	63346
ND Public Employees Retirement	BCBS Fund	44,862.00	63347
ND Public Employees Retirement	BCBS Fund	4,527.04	63348
ND Public Employees Retirement	Life Insurance Fund	363.69	63349
ND Public Employees Retirement	Life Insurance Fund	142.70	63350
Flex	Miller, Amber	942.28	63351
ND PERS	Def comp	2,183.42	63352
ND PERS	Def comp	262.50	63353
US Dept. of Education	Garnishment	245.06	63354
Flex	Hokana, Holly	100.00	63355
Flex	Miller, Cresta	216.80	63356
Flex	Schmidt, Kelly	37.50	63357
Flex	Miller, Amber	187.50	63358
Human Services	Monthly expenses	8,368.35	63359-63390
Anderson,Bottrell, Sanden & Thompson	Parenting investigation	85.00	63391
Brokaw Cheryl C	Mileage to Regional Treasurer Meeting	70.20	63392
Computer Express	DYMO Labels	42.00	63393
Computer Express	Brother Drum	199.99	63394
Dakota Plains Credit Union	Ipad Keyboard Case and Refurb Ipad	307.99	63395
Dakota Plains Credit Union	Online Class, Textbook- D Geller	367.70	63396
Dickey County Hiway Dept	Gasoline Purchases- Sheriff	850.77	63397
Dickey County Leader	Absentee Ballot, Voter Affidavit 2 weeks,Sample Ballot 1 week, Grader Bids, Commissioner minutes	1,477.04	63398
DS Solutions INC.	Premarked Test Deck	150.00	63399
Election Systems & Software INC.	Ballots Printed	1,127.77	63400
Election Worker	Election day Precinct 1, Election School Precinct 1, J Billey Delivery of Equipment	1,732.89	63401-63410
Election Worker	Election Day Precinct 2, Election School Precinct2	881.09	63411-63415
Election Worker	Election Day Precinct 3, Election School Precinct 3	1,584.59	63416-63425
Fireside Family Restaurant and Lounge	Meeting Facilities for Ellendale Exercise	200.00	63426
GCR Tire Center Aberdeen	Winter Tires for Chevy Tahoe	459.60	63427
Geller Dana	Reviewing Bear Creek Properties	170.64	63428
Green Iron Equipment	Low Viscosity HY-Gard, Window Cleaner	12.17	63429
Holiday INN- Fargo	Lodging EXT Fall Conference	285.30	63430
Information Techology Dept (ITD)	Netmotion,Multifactor Authentication,Monthly Service Contract, H Hokana Exchange E-Mail	574.35	63431
Mahlers Village Variety	Garbage Can, Calendars	30.96	63432

ND Newspaper Association	Analysis of Measures 2 weeks	328.64	63433
ND State Surplus Property	Field Geat, Gloves, Mittens, Rifleman Sets	125.00	63434
Nelson Sales and Service LLC	Repaired Bow and Drive Shaft for Compressor	84.07	63435
North Dakota State University	EXT Fall Conf Registration A Ellinger	150.00	63436
Scott Bluff CO. Sheriff, Civil Procfessing	Paper Summons	12.83	63437
Steven Lust Automotive	Oil Change Chevy Tahoe	48.04	63438
Stutsman County Auditor	Mental Health Work	28.50	63439
True Value, Ellendale	Black Cable Tie	3.69	63440
KD Hoyt Inc	CNOB-CNOC-1112(069) Progress #7	134,669.96	63441
Central Specialties Inc.	CNOC1112(070) Progress Payment #5	132,105.91	63442
Economy Oil CO	#2 RED 695 GAL @ 1.979	1,363.53	63443
Farmland CO-OP	Cardtrol	888.16	63444
Farnams Genuine Parts	Press Monitor Wheel BLT. Filters; Fluid	451.83	63445
Fullerton City Auditor	County Shop	20.00	63446
John Deere Financial	Payment For Z-Trac Mower #60174	4,800.00	63447
ND State Surplus Property	Tool Kit, Airport Manintenance	100.00	63448
Napa Parts Supply, INC	Coupler, Clamp, Fuel Filter	19.58	63449
Newman Signs	4-Way Stop Sign	29.84	63450
Northwest Tire & Auto Service	Counteract Bal, O-Rings, Beads, 3 Tires	2,637.17	63451
Otter Tail County Sheriff's Office	Oakes Shop	32.41	63452
Pahl Glenn	Postage, Sheet Protectors	25.59	63453
Pomp's Tire Service INC	2 17.5R25 MICH X SNOWPLUS	2,885.48	63454
Praska's Hardware Hank	Wall Clock	6.99	63455
Radermacher Dale & Beverly	30,569 CY Gravel @ \$2.00-2nd Payment	18,341.40	63456
True Value, Ellendale	Cleaner, Crack Foam, Air Freshner	52.21	63457
Waste Management	Utilities	44.25	63458
Office Of Attorney General - 1250	Scram Bracelets Oct 2016	155.00	63459
Stutsman Correctional Center	Prisoner Board October 2016	2,535.00	63460
Dakota Plains Credit Union	Oil Change VSO Van	56.40	63461
Wagner, Harley J	23 Hours- Trips with VSO Van, Meals per diem	380.00	63462
Fullerton Farmers Elevator	Plateau, Noble	1,250.00	63463
Dakota Valley Electric Coop	Electrical Service	595.00	63464
Severson, Nannette	nk Cartridges	62.33	63465
Dakota Electronics	Replacement Hand Held Batteries, Replacement Mike for Radio, Adaptors	315.65	63460
Dickey Rural Networks	Trunk Rental Fee, Record Updates	243.00	63467
ND Association Counties	10% Revenue	1,216.76	63468
Underground Vaults & storage	Microfilm Boxes	238.50	63469

3D Specialties Ties	Traffic Warning/Direction signs, 2 Florescent Warning Direction Signs	577.08	63470
A&B Business INC.	Calculator ribbon and tape,labels,name tags,post its elections,rubberbands, pens,envelopes,hilighters calculator w sheppard, office chair-j bruns	854.76	63471
Ameripride Services INC	Rug Service	558.95	63472
AT&T Mobility	Cell Phones-sheriff,jeff,scott,tax, Cell Phone-pio,lpad signs,Charlie's air card	674.35	63473
Dakota Valley Electric Coop	Utilities-Wilson Dam,West shop, Guelph Tower	214.00	63474
Dickey Rural Networks	Utilities	1,215.78	63475
Montana Dakota Utilities	Utilities-Court house, Fullerton shop, Main Shop, Weed Building	2,315.87	63476
ND Association Counties	Fall Conf-D Simek, W Sheppard and 1 class,G Veland and 2 Classes, H Hagen	915.00	63477
True Value, Ellendale	Batteries,Office heater,paint, roll cover,dove covers,bulbs,soil,duster refills,bruch,hookd,tape ,reflective tape,snow pusher,fluorescent tube,cleaner,ladder,rollers,oil,paint cover,concrete sealant,cable ties, storage boxes-dem exercise,wastebaskets for dem exercise	610.57	63478
Aflac	Cancer	3,128.46	63479
Wage Works	Cancer	115.00	63480
ND Public Employees Retirement	Retirement	23,831.96	63481
ND Public Employees Retirement	Retirement	2,426.16	63482
ND Public Employees Retirement	Def comp	2,183.42	63483
ND Public Employees Retirement	Def comp hd	262.50	63484
Delta Dental Plan of MN	Dental	1,329.85	63485
Ameritas Life Insurance Corp.	Vision	421.28	63486
US Dept. of Education	Garnish	245.06	63487
North Dakota United	Dues	83.22	63488
Flex	Hokana, Holly	100.00	63489
Flex	Miller, Cresta	5.11	63490
Flex	Schmidt, Kelly	37.50	63491
Flex	Miller, Amber	176.08	63492
Flex	Miller, Cresta	211.69	63493
Flex	Ritter, Barbara	2,544.00	63494

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Thor Sand, Chairman

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Beverly Beethe, Auditor