

**Commissioner Meeting
May 1, 2018**

Commissioner Joel Hamar called the meeting to order at 9:30. Present were Thor Sand, John Hokana, Marke Roberts, Dean Simek and Chairman Joel Hamar. The media was not present. The Pledge of Allegiance was recited.

Chairman Hamar presented the funeral brochure for Norman Andrus, former County Commissioner for Dickey County, serving the county for 16 years. Hamar stated that Andrus was always concerned with doing what was good for the county and his work was appreciated. Hokana stated he was a special ambassador at the state level and was highly respected by everyone.

Additions to the agenda

State Line road

Security on the Social Services building

Park mower

Roberts made a motion to approve the minutes from the April 17, 2018 with changes. Sand seconded. Motion carried.

Hokana made a motion to approve all vouchers. Sand seconded. Discussion followed. The vouchers were not approved, pending review of Job Development Authority bylaws and minutes.

Clerk of Court Andi Schimke joined the meeting at 10:00.

DES/911 Coordinator Charlie, Sheriff Chris Estes, County Agent Breana Kiser, and 4-H Agent Aimee Ellinger joined the meeting at 10:25. Kiser and Ellinger gave an update on programs that they are currently working on. Kiser reported that Administrative Assistant Shirlene Wagner was recognized at the Administrative Assistant Conference last week for her 45 years of service. Ellinger informed the Commission that there will be a steak fry fund raiser on May 19th for the shooting sports to make improvements to the building so that shooting sports can continue year-round.

Sheppard presented a ND Department of Transportation Final Certification of Local Match form, to specify where non-match funds were obtained. Sand made a motion to sign the form, specifying the funds came from tax dollars in the road fund. Roberts seconded. Motion carried.

Assistant States Attorney Jeff Glynn, Highway Superintendent Jeff Hagen, SE Water Users representative Troy Bommersbach, and Tax Director Don Flaherty joined the meeting at 10:45.

The Commission reviewed comments made concerning changes to be made to the Employee Handbook changes. Commission felt the comments made where concerns that will need to be looked into in the future and doesn't affect the policies changed. The changes have been reviewed by the States Attorney, as well as a comment period for Department Heads. Simek made a motion to approve the Employee Handbook changes. Hokana seconded. Motion carried.

Flaherty reported to the Commission on the minutes of the Job Development Authority, concerning a grant and loan to the Ranch House in Fullerton.

Glynn updated the Commissioners on the FEMA payback of funds on the German Township project. Glynn felt that Pearce Durick had put together a proper draft complaint. Glynn feels that the suit will get thrown out of court. Discussion followed. Commission asked Glynn to work out the best way to go with the issue. Commission asked him to weigh all options.

Administrative Assistant Shirlene Wagner joined the meeting at 11:20. Hamar thanked Wagner for her 45 years of service with Dickey County Extension.

Bommersbach presented three Utility Permits to bore lines under County Road 3 and County Road 5. SE Water Users is requesting to bore the lines without casings. The current project does not require six-inch piping. Hagen stated he didn't see a problem with not using casings. According to Bommersbach, the State of North Dakota has waived the requirement of casings less than six inches. Simek made a motion to waive casings for lines smaller than six inches. Roberts seconded. Motion carried. Sand made a motion to approve the permits for SE Water Users. Simek seconded. Motion carried. Copies of the signed permits are on file at the Auditors Office.

Hagen presented three utility permits for Dakota Valley Electric to bore power line. Roberts motioned to approve the permits. Sand seconded. Motion carried.

Hagen stated the new disk and bobcat have arrived. Hagen stated the appraisal on the blade that is being replaced is appraised at \$110,000. Hagen had checked into placing the blade on PurpleWave, and the blades of that type are bringing \$90,000 to \$120,000, but no minimum can be put on the equipment. Hagen doesn't know when the new blades will arrive and can't afford to be without a blade. An ad will be placed on BisMan Online and a mass e-mail will be sent to all county Auditors concerning the sale of a 2013 772GP blade with snow equipment until the next meeting of the Commissioners at a price of \$120,000 or best.

Sand reported to Estes that there were residents on the State Line Road complaining of the heavy truck traffic cutting into the road, specifically large tractors coming out to 281 on the flat bed. Also there has been a lot of activity with cranes moving, specifically Sunday mornings. Estes stated they have jurisdiction a thousand feet into the state of South Dakota. The problem is west of Highway 281.

Estes will check into times it is occurring and get one of his deputies to be on the State Line Road to solve the issue.

Russell presented a Fire Emergency and Burn Ban Plan for 2018. Simek made a motion to sign the Burn Ban Plan. Hokana seconded. Motion carried.

Commissioners reviewed the bylaws of the JDA concerning awarding grants and loans to organizations in the county. A letter from Chairman Hamar will be composed to inform the JDA board about the concerns about their expenditures and a reminder as to their purpose, that the funding should be used to increase their employment or promote tourism and not for their payment of daily expenditures. A vote on the earlier motion to approve all vouchers was completed and motion carried.

Hamar stated the Commissioners had received an e-mail from AgriMax, stating they would be interested in doing work with the county. The e-mail has been forwarded to both Water Boards and the Weed Board.

Sheppard presented a ballot for the election of the ND Insurance Reserve Fund. Hokana made a motion to sign the ballot and vote by proxy. Roberts seconded. Motion carried.

Russell updated the Commission on the new access system for Social Services. Russell stated that they are waiting for badges and few missing parts. A quote had been received to change the Courthouse access in the amount of \$6,401.90. Russell stated there may be Homeland Security money for the project. Hokana made a motion to rebadge all employees for the new system. Roberts seconded. Motion carried. Installation for the courthouse will wait until HLS money is applied for and an answer received on the grant.

Sand made a motion to request an additional advance on work done on Dickey County Road 2. Simek seconded. Motion carried.

Sheppard will speak with the architect about the USDA loan and not having to complete tasks they require to complete the basement project.

Hamar presented pictures of the park mower, after it was cleaned up and the oil changed. Hamar will place on BisManOnline for \$6,750 or best offer.

Hokana made a motion to adjourn at 12:57.

Commissioner Meeting May 15, 2018

Commissioner Joel Hamar called the meeting to order at 9:30. Present were Thor Sand, John Hokana, Marke Roberts, Dean Simek and Chairman Joel Hamar. The media was not present. The Pledge of Allegiance was recited. Treasurer Gail Veland joined the meeting at 9:40.

Additions to the agenda

Dickey Co Road 5 west of Highway 11

Hamar reported that the park mower was put on BisMan Online. Hamar received one call and an agreement to sell the mower for \$6,000 was agreed upon. The check has been received.

Simek made a motion to approve the minutes from the May 1st meeting with changes. Roberts seconded. Motion carried

Hokana made a motion to approve all vouchers. Sand seconded. Motion carried

Simek made a motion to approve the Financials. Sand Seconded. Motion carried

Glynn Brothers Concrete, along with Custodians Ray Peterson and Scott Peterson joined the meeting at 10:00 to discuss the roof drain on the east side of the Courthouse. There will be a lake in the grass if the project is not completed to the street. They would put a concrete gutter that is three feet wide to the sidewalk. The estimated cost would be \$2,500 to \$3,000. Ray is concerned about the sprinkler lines there. They would have to dig a little deeper by the current line so the irrigation lines are not affected. The grass is the same height of the sidewalk for 31 feet. Other options were discussed. Glynn will contact the city about cutting the curb for the drain before any cutting is done. Simek made a motion to approve the drain to the street. Roberts seconded. Motion carried.

Deputy Auditor Stormy Bertsch presented a temporary liquor license for a wedding dance on August 4th at Guelph Community Center from The Black Pelican. Sand made a motion to approve the liquor license. Hokana seconded. Motion carried.

Tax Director Don Flaherty joined the meeting at 10:14 to talk about the Omitted Tax Hearings for the June 5th meeting. There will be four separate hearings. The County Equalization meeting is June 7th at 1:00 in the Courtroom.

Mitch and Scott Roney joined the meeting at 10:17 to discuss their animal feed lot application for a 1,500 animal hoop barn and feeding facility. The size of the building would be 400 x 70 feet wide for cows. Roneys have been working with the Department of Health, as this also needs to be approved by them. Roney stated they have checked with their neighbors and there all seem to be good about the building. The closest neighbor is about half mile and they do not have a problem with the new building. The Department of Health needs the preliminary minutes showing the Commission approve the application. Roberts made a motion to approve the application for the feed lot pending a release letter

to the property owners within a 3/4 mile radius of the feed lot showing support for the building. A letter will be sent out by the Auditor's office with the approval form for their signature. Hokana seconded. Roll call vote with Sand yes, Hokana yes, Roberts yes, Simek yes Hamar yes. Motion carried. DES/911 Coordinator Charlie Russell joined the meeting at 10:30. Risk Manager Cresta Miller joined the meeting at 10:40 to discuss a Law Enforcement Authority policy she had received from Workforce Safety Insurance. WSI would like the policy in all employee manuals. Roberts stated he felt the policy was fine. Highway Superintendent Jeff Hagen and KLJ Engineer Chad Peterson joined the meeting at 10:52. Peterson presented the Structural agreement for the sealcoat projects on County Road 3 and County Road 2. The project should start the middle of July and take up to 4 weeks to do the work. The original has been adjusted from \$13,900 on the original agreement to an amount of \$69,400.00. Sand made a motion to approve the amended agreement. Simek seconded. Motion carried. The bid opening for the bridge project is set for October. Hagen stated the detours would be about 8 to 10 miles. Hagen stated that the detour roads would work fine as the roads are in good shape. The cost to fix County Road 3 east of Oakes would cost approximately \$250,000. Peterson stated they could look into milling a half inch off. Hagen stated the base of the road is good so milling the road would work well. Hamar requested to have the 3-year plan brought in at the next meeting to relook at the project. Roberts asked Hagen about County Road 5 west of Highway 1, which he says is shy of gravel. Hagen is aware that it really needs gravel. Hagen will look into the gravel list to make sure it is on the list and he is waiting for road limits to come off. Hagen presented a utility permit form from SE Water User who are wanting to bore under the road for a house going up at SE ¼ 21-131-60 and NE ¼ 131-60 on County Road 3. Sand motioned to approve the permit. Simek seconded. Motion carried. Potsdam Township is requesting for culvert cost share for township culverts. Hagen stated he will look at the size of culverts and is waiting until the water board approves it. It is a township road so the cost would be 1/3 of our cost if approved by the Water Board. Hokana made a motion to adjourn the meeting at 11:40.

Salaries		184,504.69	54616-54728
Human Services	Monthly Services	18,544.83	100441-100457
North Dakota United	DUES	86.38	100458
Dickey County Leader	Newspaper Renewal	34.00	100459
DR Rup Nagala	2018 Salary	400.00	100460
Ellinger Aimee	Mileage to Oakes- Finances- 4 days	130.80	100461
Ellinger Aimee	In school Program Supplies	9.26	100462
Farm & Home Publishers	2018 Plat Books	505.00	100463
Flaherty Don	Mileage to Township Equalization mttg	344.45	100464
Hoven Perry	2018 Salary	900.00	100465
Montana Dakota Utilities	Courthouse Utilities	2,783.72	100466
Montana Dakota Utilities	Park Lighting Utilities	98.35	100467
ND Association of Counties	County Budget Webinar W- Sheppard, D&A test-Jerald Ernst	52.00	100468
ND County Recorders Assoc	Convention Registration- June 5,6,& 7 2018	100.00	100469
Neuarth Gary	Office Rent March and May	500.00	100470
Overpayment Refund	Robert and Stephanie Miner- Overpayment Tax	8.92	100471
Pearce Durick	FEMA Legal Fees	8,950.00	100472
Schimke Andi	Mileage to Valley City- Clerk Mileage	103.55	100473
Totalfunds By Hasler	Postage For the Postage Machine	4,000.00	100474
3D Specialties	Flags, Signs, Freight	1,609.91	100475
Berubes	Trading up on bobcat	1,347.00	100476
Economy Oil CO	Red Fuel 750 gallons	1,816.58	100477
Farmers Union Oil. CO	No 2 Fuel 658 Gallons	1,566.04	100478
Kadrmass Lee & Jackson INC	Environmental	310.32	100479
Kadrmass Lee & Jackson INC	Structure Rehabilitations 1 mi S-Fullerton	20,000.00	100480
Zep Sales & Service	Cherry Bomb	91.99	100481
Kadrmass Lee & Jackson INC	HWY 2 Full Depth Reclamation	1,107.66	100482

281 Repair LLC	Oil Change on the VSO Van	112.53	100483
Flaherty Don	JDA Meeting Mileage	18.53	100484
Middlestead Donald	JDA Meeting Mileage	18.53	100485
Ranch House	JDA Loan	5,000.00	100486
Ranch House	JDA Grant	15,000.00	100487
Ranch House	Room Rent for JDA Meeting	25.00	100488
Schnell Gary	JDA Meeting Mileage	19.62	100489
Kiser Breana	Mileage- agro, update, earth day, pruning	158.05	100490
Kiser Breana	North American Birds Resource Book	8.95	100491
NDSU	Range in- Service Training	15.00	100492
Moore Engineering INC	Yorktown Maple	757.50	100494
Weis Terry	Mileage to Winter Show	294.30	100495
Ulmer Jade	Mileage for meeting	17.44	100496
Moore Engineering INC	Dickey County Drain 1	3,304.00	100497
Bear creek Township Treasurer	Ditch Mowing	300.00	100498
Dickey County	Water Workers Comp Correction From 2017	5.71	100499
Haak Princess	Postage	22.71	100500
Moore Engineering INC	General	180.00	100501
Ohnstad Twichell PC	Quandt Project, Jordan Klipfel-Allen Hillesland obstruction, Patrick Roney tile app. General	701.48	100502
Sargent County Water Resource Board	50% Due from DC for Joint Board Meetings	515.91	100503
Strobel Kevin	Miles for water Board Meeting	34.88	100504
ND State Radio	Wireless State Radio	7,915.70	100505
Kiser Breana	Winner Ribbons-Financial Literacy	10.99	100506
Ellendale City Auditor	Courthouse, Park, HWY Dept., Weed building utilities	509.72	100507
Cities, Townships, Schools	cts	148,904.46	100508- 100553
ND Public Employees Retirement	BCBS	49,519.56	100554
ND Public Employees Retirement	BCBS-HD	4,969.44	100555
ND Public Employees Retirement	LIFE INS	579.96	100556
ND Public Employees Retirement	LIFE INS- HD	136.41	100557
Dakota Plains Credit Union	Payroll Transfer	145,000.00	100558
Ohnstad Twichell PC	Fullerton/ Yorktown Maple	1,441.93	100559
Discovery Benefits	Cancer	80.00	100560
Community Volunteer EMS of LaMoure	Ambulance Collections	177.26	100561
Kulm Ambulance Corps Inc. C/O Robin Hehr	Ambulance Collections	664.73	100562
Edgeley Ambulance Service	Ambulance Collections	354.53	100563
Oakes Volunteer Ambulance Service	Ambulance Collections	1,551.05	100564
Ellendale City Auditor	Airport, Ambulance	2,292.89	100565
Oakes City	Airport	608.89	100566
Garrison Diversion	Collections, SAD	1,536.35	100567
James River Soil Conservation 975	Collections, SAD	1,321.81	100568
Ellendale Fire #2	Collections, SAD	1,134.76	100569
Oakes Fire #3	Collections, SAD	1,222.77	100570
State Treasurer	State Medical, Telecommunications, SIRN	3,453.82	100571
Dickey County Treasurer	Clerk of Court Fees	455.25	100572
ND Public Employees Retirement	DEF COMP	2,454.96	100573

ND Public Employees Retirement	DEF COMP HD	236.00	100574
Discovery Benefits	Flex	1,798.32	100575
Human Services	Monthly Services	10,258.53	100576-100605
A&B Business Inc.	Correction tape, staples, File Pockets, Tall Chair	383.55	100606
A&B Business Inc.	Flags, Cal Ribbon, Paper	153.92	100607
A&B Business Inc.	Clipboard, Dispenser, Tape, Desk, BK	22.07	100608
A&B Business Inc.	Labels, Flags, Pens-Election supplies, Batteries, Hanging Frame, Note Pads	284.60	100609
Avid Hawk LLC	Update Done to website	23.80	100610
Cole Paper	Buff Pads, Cleaner Pad, Tissue, SAP, MOP	945.64	100611
Dakota Electronics	Antenna, Battery, DTMF MIC	338.00	100612
Dickey County Leader	Legal commissioner min, sealed bid x2, notice published	376.83	100613
Dickey County Hwy Dept.,	Gasoline for law enforcement vehicle	776.45	100614
Dakota Plains Credit Union	Card Charges-Gasoline for law enforcement	428.67	100615
Dickey County Leader	Legal Commission Min	455.04	100616
Ellinger Aimee	4-h mtg, Mental Health first aid, bird less	267.05	100617
Farmers Union Oil. CO	Oil Change, filter, oil, shop supplies	43.00	100618
Information Technology Dept.	H-Hokana exchange email, ssl vpn client, user fee, Wan Access, Netmotion vpn client, mult. Auth.	842.05	100619
LexisNexis Matthew Bender	ND Century Code, ND Court Rules	176.00	100620
Mahler's Village Variety	Spices	8.53	100621
Mahler's Village Variety	Business Cards-Election, Luggage tags	30.90	100622
Montana Dakota Utilities	Courthouse Utilities	1,927.58	100623
Olson Denise	Township Meeting, Assessments	95.92	100624
Pierson Ford- Lincoln INC	Mount tires- took snow tires off-brought back	80.00	100625
Q&N Corporation	1 Drum unit Printer	190.00	100626
Q&N Corporation	DYMO Address Labels	36.00	100627
Q&N Corporation	SYS- Desktop- Windows 10 Pro- Courtroom	1,099.00	100628
Q&N Corporation	Black Toner 64A for Printer	191.00	100629
Q&N Corporation	Monthly Services	1,800.00	100630
Q&N Corporation	HP-CF411A Cyan Ink	152.00	100631
Q&N Corporation	Docking Station, Laptop- states Attorney - Jeff	1,878.00	100632
Relentless LLC DBA Desert	3 day desert snow training	599.00	100633
Schimke Andi	Conference 2018- Bismarck	223.17	100634
True Value- Ellendale	Bleach, weed/feed, Paint, Clamp, Towels, Tape, Bowl Brush, Roundup, Laundry Hamper	593.76	100635
3D Specialties	9 Signs	352.14	100636
Bear Creek Gravel INC.	Load and Weigh only- 2017 season	4,388.05	100637
Dakota Electronics	KNB 48L Battery	122.00	100638
Dakota Valley Electric Coop	Utilities	138.00	100639
Economy Oil CO	red fuel , oxy 83 4,000 gallons	20,230.70	100640
Economy Propane LLC	Propane	2,172.50	100641
Farnams Genuine Parts	Blisster Pack Capsule, 18in Trico Ice Blade, Coupler, Credit	57.34	100642
Farmers Union Oil. CO	Parts for Blade, T bolt SAE Size 56	19.95	100643
Fullerton City Auditor	Utilities	20.00	100644
John Deere Financial	Windowpane, Light Worked on 544k 4ws loader	2,354.12	100645
Montana Dakota Utilities	Hwy Utilities	823.32	100646
Montana Dakota Utilities	Fullerton shop utilities	265.43	100647
Napa Parts Supply INC	Spray Eng Degree 15 oz., 11 in exactfitblade	18.45	100648
Oakes Truck & Trailer	Lower Radiator Hose	11.52	100649
Ottertail Power Company-Fergus Falls	Oakes Garage Utilities	38.17	100650
Postmaster- Ellendale	3 Rolls of Postage Stamps	150.00	100651
Praska Hardware Hank	Paper towel, sink drain, elbow 45 dig, credit	34.46	100652
Q&N Corporation	Phone screen Protector, Otter box	64.00	100653

Safety Kleen	16G Parts Washer- Solvent	259.35	100654
Southeast Water Users	Utilities	46.05	100655
Tough- T Manufacturing, INC.	Disk Attachment for Grader	6,700.00	100656
True Value- Ellendale	Air Spray, Tissue, Paper Towel, Tissue, Trash Bags	98.47	100657
Waste Management	64 Gallon Cart Service	54.65	100658
Office of Attorney General 1250	24/7 Program	180.00	100659
Richland County Corrections	Feb and March Housing Inmates- 11 days	605.00	100660
Stutsman Correctional Center	30 Days Housed Inmate	1,950.00	100661
Dakota Plains Credit Union	Ultimate Works Car Wash, Wiper Blades, Car Wash, Gas for the VSO Van	64.95	100662
Dathe Gary	Travel TO/From Oakes Office- April	101.37	100663
Dickey County Hwy Dept., 281 Repair LLC	Gas for the VSO Van Oil, Oil Filter and Labor for Oil Change	281.48 66.70	100664 100665
Capital One Commercial Menards	Orchard Supplies	111.99	100666
Holiday Inn-Fargo	Support Staff Conference Lodging- 2 nights	167.40	100667
Kiser Breana	Bird Watching Lesson, ND Environthon Contest	299.21	100668
Mahler's Village Variety	Foam Boards, Candy, Measuring Cups, Fabric	45.97	100669
Quill Corp	Toner, ink	424.95	100670
True Value- Ellendale	Storage Box, Bird Food, Sunflower Seed	52.95	100671
Wagner Shirlene	Conference Registration Fee	100.00	100672
Wagner Shirlene	Support Staff Conference - Mileage, Meals	83.52	100673
Montana Dakota Utilities	Weed Building Utilities	103.98	100674
Dickey Rural Networks	Dickey 911 Trunks	231.00	100675
ND Association of Counties	Wireless Charges 6 %	493.40	100676
Chief Supply	2 Hot Shield Wildland Mask	164.93	100677
Mahler's Village Variety	Financial Literacy Supplies, Paint an candy, Dice	74.27	100678
Miller's Fresh Foods	Financial Literacy Supplies	5.30	100679
Ameripride Services INC	Rug Services	603.43	100680
AT&T Mobility	PIO, Courthouse, Road, 911	664.32	100681
Dakota Plains Credit Union	Community walks reg,binders, canvas, mailing lables,notebooking pages, laminating pouches	544.32	100682
Dakota Valley Electric Coop	Wilson Dam Utilities, Guelph Tower Utilities	93.00	100683
Dickey Rural Networks	Phone Charges	1,207.54	100684
Aflac	Cancer	3,759.01	100685
ND Public Employees Retirement	Retirement	25,213.22	100686
ND Public Employees Retirement	Retirement	2,523.09	100687
ND Public Employees Retirement	Def comp	2,454.96	100688
ND Public Employees Retirement	DEF COMP HD	236.00	100689
Delta Dental Plan of MN	Dental	1,465.20	100690
North Dakota United	Dues	86.38	100691
Ameritas Life Insurance Corp.	Vision	387.80	100692
Discovery Benefits	Flex	2,014.98	100693

Joel Hamar, Chairman

Wanda Sheppard, Auditor