

**Special Commissioner Meeting  
May 2, 2019**

Commissioner Joel Hamar called the meeting to order at 10:00. Present were Thor Sand, John Hokana, Dean Simek and Chairman Joel Hamar. Marke Roberts was in attendance through tele-conference. Also present were HR Consultant Amie Aesoph, Treasurer Gail Veland and Deputy Treasurer Cheryl Brokaw. The media was not present. The Pledge of Allegiance was recited.

The offer extended to Kinsey Rall at the meeting April 25<sup>th</sup> was rejected. Deputy Treasurer Brokaw has agreed to step into the position starting June 1<sup>st</sup>. Commission would like to hire Aesoph again for the process of hiring a Deputy Treasurer. Aesoph and Brokaw will look at the requirements of the job and maybe adjust some things. The goal would be to ultimately still have the person to be the Treasurer.

Sand made a motion to advertise for the Deputy Treasurer position. Roberts seconded. Discussion followed concerning the ones interviewed for the Treasurer position. Letters will go out to the candidates. Aesoph will compile the letters and submit to Sheppard to be mailed. Motion carried.

Adjourn 10:45 Hokana

**Commissioner Meeting  
May 7, 2019**

Commissioner Joel Hamar called the meeting to order at 10:00. 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. Also present are Administrative Assistant Andrea Masse, Sheriff Chris Estes, States Attorney Gary Neuharth, Administrative Assistant Holly Hokana, Treasurer Gail Veland, Clerk of Court Andi Schimke, and resident NaTanya Olson.

There were no additions to the agenda.

Hokana made a motion to approve the minutes for May 16, 18, 23, and 25 with corrections. Roberts seconded. Motion carried.

Olson discussed concerns she has with the job the County Sheriff is doing. Discussion followed concerning the events causing this concern. Roberts clarified for Olson and the Commission concerning the legal responsibility of the sheriff in one of the situations being discussed. Commission also stated that Estes is an elected official and therefore, the Commission can't release him of his position. Commission asked Neuharth to discuss with Olson the avenues she could choose to take concerning her complaint.

DES/911 Coordinator Charlie Russell joined at 10:50.

Hokana made a motion to approve the vouchers, with the addition of \$20.00 to Dickey County Recorder's office for the filing fee for the Sheriff's sale deed. Sand seconded. Discussion followed concerning a bill for mobilization during the last blizzard for rescuing of persons stranded in the storm and fining of such individuals. Motion carried. The Commission will look at developing a policy for this in the future.

Sheppard presented the contract with The Village, as a provider for the employee assistance program. The cost is \$1,590. Simek motioned to approve the contract. Roberts seconded. Motion carried.

Hamar read the proposed Burn Ban resolution prepared by Russell. Sand motioned to sign the burn ban resolution. Roberts seconded. Motion carried. The Resolution is on file with the Auditor's Office.

Veland informed the Commission that there is a CD in the amount of \$500,000.00 that is maturing on 5/14/2019. Veland is requesting to move the CD to a 9-month CD with BankNorth of Oakes, ND. Signers will be the Dickey County Treasurer or Dickey County Deputy Treasurer, with a second signature from either the Dickey County Auditor or Dickey County Deputy Auditor. Sand made a motion to approve the purchase. Simek seconded. Motion carried.

Hamar read the official resignation from Treasurer Gail Veland, as of May 31, 2019. Veland stated that it has been an honor and pleasure to serve the citizens of Dickey County. Simek made a motion to accept the resignation. Sand seconded. Motion carried. The Commission thanked Veland for her service. Veland was a great asset for Dickey County.

Highway Superintendent Jeff Hagen and Bear Creek Township residents Paul Roney, Larry Roney, Jay Harris, Leroy Meehl, and Ernest Mathias joined the meeting at 11:00. Paul Roney spoke on behalf of the group concerning water issues on the north side of Co Rd 3 east of Oakes. Discussion followed concerning culverts replaced last fall and the flow of water this spring. Dickey County paid for the pumping of water and culverts pulled to save houses. Sand made a motion for the county to pay to return the culverts pulled back to its original condition of approximately \$6,850 plus additional cost of \$4,150 towards the cost of additional work to be done to fix the flow of water along the road and to solve the problem for the future. Roberts seconded. Hokana stated he was not happy with the

response of the city of Oakes to assist with fixing the problem of water flow in this area, as it could affect the city as well. Motion carried. Sheppard will work with Dakota Improvement to ensure the invoice is broken out as FEMA would require.

The Commission recessed at 12:07 and reconvened at 12:40.

Engineer Mike May with Interstate Engineering joined the meeting. May presented a change order for the bridge project in the amount of \$1,154.60 for the detour signs. Simek made a motion to sign the change order. Sand seconded. Motion carried. May gave an update on the bridge project.

KLJ Engineer Chad Peterson joined the meeting at 12:45 pm. Peterson presented an amendment to the construction engineering for the sealcoat project on County Road 3 and County Road 2. The preconstruction meeting is set for May 17<sup>th</sup>. The change in the agreement will cap at \$62,000.00. Roberts made a motion to sign the amendment. Simek seconded. Motion carried.

Hagen presented a utility permit from Dickey Rural Network to bore for placement of fiber optic cables across and along County Road 14A. Sand motioned to approve the permit. Roberts seconded. Motion carried

Hagen presented four permits from Southeast Water Users to install water pipeline under County Road #1 and County Road #5. Sand made a motion to approve the permits. Simek seconded. Motion carried.

Hagen presented a request for a tree variance from Anthony Bruhn along County Road 3. The normal set back is 200 feet from the center of the road. Bruhn is requesting a 100-foot variance. This is the same set back as the trees already on the east side of the property. Roberts motioned to grant the variance request because the trees on the east side of the property did not cause a problem and the new trees on the west side will be planted at the same distance, with the stipulation that if the county superintendent determines the trees cause road blocking problems, the problem will be resolved at the expense of the landowner. The solution may result in the trees being removed. Sand seconded. Motion carried.

Hagen presented a complaint he had received on draining along County Road #14. Commission stated that Hagen should take the information to States Attorney Neuharth so that a letter could be sent to the landowner.

Sheppard presented an agreement from ND DOT concerning street signs in the state right of way. Simek made a motion to sign the agreement. Roberts seconded. Motion carried.

The Commissioners had a discussion concerning the extreme number of hours worked by Hagen and Russell during the snow emergency. Hagen and Russell are exempt employees and do not receive overtime for extra hours worked. The work they were doing would have had to been hired out if they were not working extra hours. Due to the fact that Dickey County was in an extreme snow emergency that greatly affected the safety of the public, Simek made a motion to compensate Hagen and Russell for 75% of the time they spent above and beyond their normal hours at the pay rate they would have at if they had been a machine operator since they started with Dickey County. Hokana seconded. Hours were figured based on the hours of the highway staff. Roll call with Sand yes, Hokana yes, Roberts no, Simek yes, and Hamar yes. Motion carried.

Discussion concerning the informational meeting on zones for Social Services was discussed. Sheppard will RSVP for those that will attend and post the meeting in the newspaper.

Sheppard presented two liquor licenses for wedding receptions held at the Guelph Area Community Center. Sheriff Estes has approved the application, as they are both closed events but have named security people for the event. Hokana made a motion to sign the licenses. Roberts seconded. Motion carried.

The Commission discussed the new quote received from Michael Burns Architects for the basement project. The Commission would like more clarification on the scope of the work included in the quote. Due to the extremely large amount, the Commission would like to put it out for public comment before the project would continue.

Hokana made a motion to adjourn at 2:35.

## **Commissioner Meeting May 21, 2019**

Commissioner Joel Hamar called the meeting to order at 9:35. Present were Thor Sand, John Hokana, Dean Simek and Chairman Joel Hamar. Marke Roberts was unable to attend. The media was not present. The Pledge of Allegiance was recited.

Additions to the agenda

Township lines

Hokana made a motion to approve the May 7<sup>th</sup> minutes with corrections. Simek seconded. Motion carried. Sand made a motion to approve the May 2<sup>nd</sup> minutes with corrections. Simek seconded. Motion carried.

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

Dickey County Fair Board Chairman Kacey Holm joined the meeting at 9:52. The Fair Board is considering purchasing their own liquor license for the Beer Gardens. Discussion followed concerning the liquor license for the Beer Gardens for the Dickey County Fair.

Sheriff Chris Estes and Deputy Treasurer Cheryl Brokaw joined the meeting at 10:05.

Estes requested information on how the Sheriff's office should be handling the flagging of roads in the County. The deputies will be carrying some flags in the car. Sheppard will forward the list of township officers to the Sheriff's office so they have a list of contacts concerning the roads not being flagged.

Simek made a motion to appoint Deputy Treasurer Cheryl Brokaw to the Treasurer position as of 4:30 pm May 31, 2019. Hokana seconded. Motion carried.

Sand made a motion to give Cheryl a salary of Step 3 on the appointed supervisor line of the salary scale. Hokana seconded. After discussion, Sand amended his motion to Step 4. Hokana seconded. Motion carried.

Tax Director Don Flaherty and Deputy Tax Director Denise Olson joined the meeting at 10:20. Discussion followed concerning the taxable values for 2019 and changes that have been made. Flaherty met with individuals in Oakes, as well reviewed the commercial lots in Ellendale. Based on the numbers presented, we would be within the standards of the state of North Dakota. No motion was taken. Flaherty reminded the Commission that Vanguard will be assessing the large commercial properties in Dickey County this summer.

DES/911 Coordinator Charlie Russell, Wanzek Construction Project Manager Pete Nelson, Xcel Energy Land Rights Agent Sean Lawler, Xcel Energy Construction Engineer Warren Sakray joined the meeting at 10:40.

Sand made a motion to open the Abatement hearing at 10:49. The property has been misclassified as ag land, when it should have been classified as mixed. The tillable land is less than 85% and should therefore be classified as mixed. Sand made a motion to approve the abatement, at the recommendation of the Tax Director. Simek seconded. Motion carried.

Simek made a motion to close the abatement hearing. Hokana seconded. Motion carried.

Highway Superintendent Jeff Hagen joined the meeting at 10:51.

Lawler and Nelson gave an update to the Commissioners concerning the Foxtail Wind Tower Project. They gave a recap of what was completed last year and the plan for the future. Turbines will start arriving in June and hope to be operational in August or September. Nelson also talked about the Merricourt wind tower project that is primarily in McIntosh County which will start construction in 2019.

Hagen presented an overhead permit from Montana Dakota Utilities. The lines will cross County Road #2 north of Forbes. The lowest point is 23 feet. Hagen stated there are existing poles there already. Simek made a motion to approve the permit. Sand seconded. Motion carried.

Hagen presented a permit from Southeast Water Users to bore under County Road 7. Hokana made a motion to approve the permit. Simek seconded. Motion carried.

The Commission had a discussion on the status of the gravel roads around the county. Commission updated Hagen on the plan of the Sheriff calling townships to get roads flagged, if they are not already done. Commission asked Hagen concerning the draining issue on County Road 14 and if the land owner had fixed the issue. Hagen stated he hadn't heard anything from the resident.

Russell informed the Commission that he has not heard any information concerning the state qualifying for FEMA money for flood damage this spring. Townships will need to get the appropriate paperwork in to Charlie, once they can get to some of the sites.

Hokana made a motion to approve the Financials. Simek seconded. Motion carried.

Sheppard presented the proposed 2020 budget schedule. Sheppard updated the Commission on the increase in health premiums effective July 1, 2019 of 14.93% and the cost of living increase was 2%. At the meeting on June 4<sup>th</sup>, a schedule of which Commissioners will meet with each Department head will be set up.

Discussion followed concerning the meeting Thursday to discuss the zoning for social services.

Sand informed the Commission of a planned address change out of his Commissioner district, but still residing in Dickey County. Sand plans to complete his term, as he believes is allowed by North Dakota Century Code.

Hokana made a motion to adjourn at 12:22.

Salaries		190,630.96	55990-56105
Cities, Schools, Townships	Cities, Schools, Townships	138,122.02	103280-103326
ND Public Employees Retirement	BCBS	50,050.84	103327
ND Public Employees Retirement	LIFE INS	584.56	103328
ND Public Employees Retirement	BCBS-HD	3,727.08	103329

ND Public Employees Retirement	LIFE INS-HD	184.94	103330
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	179.57	103331
Kulm Ambulance Corps Inc. c/o Robin Hehr	Ambulance Collections, SAD	673.40	103332
Edgeley Ambulance Service	Ambulance Collections, SAD	359.15	103333
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	1,571.27	103334
Ellendale City	Airport, Sad-airport, Ambulance SAD-Ambulance	2,323.62	103335
Oakes City	Airport, SAD	617.68	103336
Garrison Diversion	Collections, SAD	1,571.20	103337
James River Soil Conservation 975	Collections, SAD	1,228.51	103338
Ellendale Fire	Collections, SAD	856.27	103339
Oakes Fire	Collections, SAD	1,247.88	103340
Dickey Sargent Joint Water Resource District	Jackson Drain Maintenance Collections	3.19	103341
Dickey County Senior Citizens	Tax Collections, SAD	1,280.29	103342
Dickey County Historical	Tax Collections, SAD	319.93	103343
Kedish House	Grant Money	215.28	103344
State Treasurer	State Medical, SIRN	3,386.89	103345
Dickey County Treasurer	Clerk of Court Fees	729.25	103346
Avera Mckennan Hospital	Copies of Medical Records	35.00	103347
Chucks Body Shop LLC	Strengthen Hinges & Adjust door on patrol car	85.00	103348
Code 4 services Inc.	Install Docking Stations, set up new car, Docking Station for Truck Reg Vehicle	3,923.20	103349
Cole Paper	Cleaner., Buff Pads, Towels	286.42	103350
Creative Product Source INC.	Nitrite Gloves, Shipping	127.45	103351
Dakota Electronics	KMC 41 Microphone for 2016 Chevy Tahoe	96.50	103352
Dakota Plains Credit Union	Gasoline Purchases- Sheriff	167.24	103353
Dickey County Hwy Dept.	March and April Gasoline Purchases Sheriff, Truck Reg.- Mar& Apr Gasoline Purchases	1,823.25	103354
Dickey County Leader	Subscription- Sheriff's Office	36.00	103355
Dickey County Recorder's Office	Fee for Sheriff Sale Deed	20.00	103356
Dr. Rup Nagala	Yearly Salary	430.00	103357
Hamar Joel	Special Comm Meetings, Interviews Mileage	85.84	103358
Hokana John	Special Comm Meetings, Interviews Mileage	148.48	103359
HR Collaborative	HR Collaborative Meetings	50.00	103360
Hoven Perry	Yearly Salary	900.00	103361
Innovative Office Solutions LLC	Calculators	469.98	103362
Modern Marketing	Drug Test Pouch's, for Opium, Meth, Shipping	169.09	103363
Montana Dakota Utilities	Utilities Park, Utilities park lights	106.32	103364
NDACS	Dues School Superintendent	50.00	103365
Olson Denise	Equalization Meetings Mileage	307.98	103366
Overpayment Refund	Sale of House in Oakes Sheriffs Sale	47,500.00	103367
Q & N Corporation	Dymo Labeler, Labels, Toughbook- sheriff	3,824.90	103368
Q & N Corporation	Service Contract, Black Toner- Treasurer	2,180.00	103369
Roberts Marke	Special Comm Meetings, Interviews Mileage	115.34	103370
Simek Dean	Special Comm Meetings, Interviews Mileage	78.88	103371
Smith, Strege, Fredericksen & Butts, LTD	Court Appointed Fees	630.00	103372
Software Innovations	Script Update	150.00	103373
South Central Dakota Regional Council	First Payment on Hazard Mitigation Plan	10,000.00	103374
Street Crimes	Seminar- B Erickson	399.00	103375

3D Specialties	Flag Material, Lathe, Shipping	1,311.63	103376
Butler Machinery CO.	Test Bottles for Oil Samples	827.97	103377
Dakota Electronics	Speakers	42.00	103378
Economy Oil Co	679 Gallons #2 Red Oakes	1,631.03	103379
Farnams Genuine Parts	Funnels, Filters, Valve Cap, Filters, Farm AG Kit Less Rebate, Oil, Hydraulic Filters	1,918.77	103380
Fullerton City Auditor	Utilities	20.00	103381
Kadmas Lee & Jackson INC.	Safety Project Preliminary Design	1,000.00	103382
Little Falls Machine No.	Hex Cap Bolts, Slotted Nuts	265.75	103383
ND Association OF Counties	Preemployment Drug Test	63.00	103384
Southeast Water Users	Utilities	51.72	103385
Texas Refinery Shop	Grease Tubes	905.07	103386
True North Steel	Culverts	29,564.52	103387
True Value- Ellendale	Towels, Cleaner, Pipe, Tape, Trash Bags	158.36	103388
Vistos Carquest	Mirror, Thread Lock-Blue, Golden GLO Cartridge, Top Lock Nut, Recovery Straps, Hitch, Clevis	644.31	103389
Office of Attorney General- 1250	Scram Bracelets Feb-March-April	2,560.00	103390
Dakota Improvement	East of Oakes- Open Culverts, Repl Approach	1,512.50	103391
Gulke Corey	Mobilize Rescue for last Blizzard	200.00	103392
Thorpe Excavating	Clean debris off bridges, Clean state line culverts	1,025.00	103393
Chads Electric Inc.	Fix Breaker when doing core samplers for Bmen	69.00	103394
Muckey Construction	Core Sample for Basement	690.00	103395
Stutsman Correctional Center	Prison Board March 2019	2,450.00	103396
Middlestead Donald	Mileage JDA Meeting	19.72	103397
Petersen Jeff	JDA Meeting	20.88	103398
Ranch House	Room Rental	25.00	103399
Reiser Judith	JDA Meeting	32.48	103400
Sand Thor	Mileage JDA Meeting	19.72	103401
Kiser Breana	Spring Training, Project Day, Spring Show ML	437.48	103402
NDSU Extension	Mileage on State Car	506.24	103403
Q & N Corporation	I drive Back up software	62.50	103404
Haak Norman	Mileage to Joint Water Board Meeting	29.00	103405
Haak Princess	Ink Cartridges	63.11	103406
Hansen Steve	Mileage to Compaints, Training in Fargo	214.60	103407
Moore Engineering INC.	Larry Hansen Tile App	90.00	103408
ND State Radio	Quarterly 911 Fee	7,693.50	103409
Ellendale City Auditor	Utilities, Park, Shop, Weed Building	509.42	103410
Flaherty Don	Equalization meetings Mileage, JDA Meeting	323.06	103411
True Value- Ellendale	Bleach Bulbs, Batties, Cable, Pipe Wrap, Fabric Bandages, Clamps, PVC Pipe, Electrical Tape	228.26	103412
Human Services	Monthly Expenses	21,878.24	103413- 103435
ND Public Employees Retirement	DEF COMP	1,763.00	103436
ND Public Employees Retirement	DEF COMP HD	175.00	103437
Discovery Benefits	Flex	1,931.23	103438
Discovery Benefits	Cancer	75.00	103439
Dakota Plains Credit Union	Duck bub mailer-states att, postage- states att	15.50	103440
Dakota Plains Credit Union	Gasoline and room stay- Ben Training	308.21	103441
Dahlstorm Funeral Home	Execution of Judgment	3,294.55	103442
Dickey County Fair Board	Taxes Collected	54,720.79	103443
Dickey County Leader	Tax Equal MTG- Invoice 55144, Job Posting- Invoice 55148	88.00	103444
Dickey County 4-H Council	Youth Work Donation	2,500.00	103445
Farm & Home Publishers	Plat Books for Dickey County	480.00	103446
Farmers Union Oil Co.	Oil Change on Law Enforcement Vehicles	401.16	103447

Fireside Family Restaurant and Lounge	Room Rent for Sky warn mtg	50.00	103448
Green Iron Equipment	Mower Blade, Oil Filter, Glass Cleaner	119.98	103449
Information Technology Dept.	Netmotion VPN Client, Mult Authentication, Wan Acc. Pol, Holly Exchange Email	843.40	103450
Innovative Office Solutions LLC	Lablemaker- Sheriff Office	36.41	103451
Inspireu	Treasurer spot Interviews	1,379.00	103452
Laquinta Inns & Suites Bismarck	Room Stay- Wanda	84.60	103453
Lexisnexis Matthew Bender	ND Advance Code Renewal	77.81	103454
Mertz Const & Supply- Ellendale	Tie Wire	5.29	103455
Montana Dakota Utilities	Courthouse Utilities	1,759.04	103456
National Child Safety Council	Child Safety Donations	666.40	103457
Olson Denise	Certification Training-Bismarck, Equalization mtgs, Assessments	398.68	103458
Q & N Corporation	Brother Toner-Sheriff Office, Hp Ink- States Atty, Monthly Service Agreement	2,387.72	103429
Schimke Andi	Clerk Conference- Grand Forks	292.56	103460
Sheppard Wanda	5 County MTG, Legislative Update	323.70	103461
Totalfunds	Postage	4,000.00	103462
Vanguard Appraisals INC	Service Fees Only	2,000.00	103463
Wertz Cary	Reimbursement for Dock Wheel	56.38	103464
3D Specialties	Signs and Flags	867.12	103465
Agtegra Cooperative	Fuel for hwy	999.33	103466
BG Glass LLC	New Windshield in 2012 Plow Truck	400.00	103467
Farmers Union Oil Co.	Fuel Oil, Digital Tie Gage, Oil, Stud Budd Metric nut	17,930.12	103468
John Deere Financial	Adapter, Cutting ED, Hydra xr,Edge	25,707.56	103469
Lamoure CO. Hwy Dept. Road an Bridge Acct.	36' Steel Culvert, 36' Steel Band 24' wide	2,937.33	103470
North Star Energy LLC	400.700-Gal Propane - ND Commercial	476.43	103471
Oakes Truck & Trailer	Stub, Steering, Exhaust sys, Air Brakes, Steering, Electrical Group	4,180.39	103472
Ottertail Power Company- Fergus Falls	Oakes Garage	41.07	103473
Parts Supply INC	Engine Degreaser	15.98	103474
Waste Management	64 Gallon Cart Service	56.22	103475
Dakota Improvement	Snow Removal on Glover Road- February	2,250.00	103476
Stutsman Correctional Center	Housed inmates- 37 Days- 4 Different Inmates	2,590.00	103477
Crop Management Field School	Crop Management Field School, Reg Fee	25.00	103478
Capital One Commercial	7'Galena, green planter, red Clay Planter, Metal Bug, Metal Animal Planter	21.64	103479
Dakota Plains Credit Union	Canva for work yearly, Bostitch Desktop Stapler, 20-PC Air Plants, Gravel & Bowls	166.47	103480
Kiser Breana	Spring Clean-up, Soil Test, In-Service, ND ENV	418.76	103481
Dickey Rural Networks	Dickey 911 Trunks	231.00	103482
ND Association OF Counties	Wireless 6% Charges	490.54	103483
Ameripride Services INC	Rug Service	674.42	103484
AT&T Mobility	PIO, Courthouse, Road, 911 Phone Charges	608.69	103485
Dakota Electronics	Replacement of Radio	365.75	103486
Dakota Valley Electric Coop	Wilson Dam, Hwy, Guelph Tower Utilities	331.00	103487
Dickey Rural Networks	Phone Charges	1,398.77	103488
Montana Dakota Utilities	Fullerton shop, Hwy shop, Weed Building-Utilities	1,357.29	103489
Dickey County Social Services	Recon of 2018 workers comp premium	229.61	103490
Dickey County Health District	Reimbursement for 2018 workers Comp	15.06	103491

Dickey County	Recon of 2018 workers comp premium	31.66	103492
Dickey County	Recon of 2018 workers comp premium	177.61	103493
ND Association OF Counties	Recon of 2018 workers comp premium	726.55	103494
Human Services	Monthly Expenses	7,088.63	103495- 103516
ND Public Employees Retirement	Retirement	2,103.13	103518
ND Public Employees Retirement	Def Comp	1,763.00	103519
ND Public Employees Retirement	DEF COMP HD	175.00	103520
ND Public Employees Retirement	Retirement	24,294.74	103521
Aflac	Cancer	3,713.15	103522
Delta Dental Plan of MN	Dental	1,626.80	103523
North Dakota United	Dues	89.18	103524
Discovery Benefits	Flex	2,147.89	103525
Ameritas Life Insurance Corp.	Vision	447.32	103526

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Joel Hamar, Chairman

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Wanda Sheppard, Auditor