

**February 4, 2020**  
**Commissioner Meeting**

Chairman Roberts called the meeting to order at 9:00. Present are John Hokana, Joel Hamar, Thor Sand, and Marke Roberts. Dean Simek was not able to attend. The media was not present. The Pledge of Allegiance was recited.

Additions to the Agenda

Reminder of South Country Human Services Zone Board meeting February 10<sup>th</sup> at Human Services office at 10:00

Water Board member

Update from DES/911 Coordinator Charlie Russell on FEMA

Commissioners wanted to thank the City of Oakes for allowing the Commissioners to meet it Oakes City Hall today.

Hokana made a motion to approve the minutes from January 21<sup>st</sup> with changes. Hamar seconded. Motion carried.

Sand made a motion to approve the vouchers with the addition of an overpayment of taxes refund in the amount of \$4,308.47. Hamar seconded. Motion carried.

Sheriff Chris Estes and Administrative Assistant Andrea Masse joined the meeting at 9:27.

Hamar made a motion to appoint Mark Bobbe to the Weed board. Hokana seconded. Motion carried.

Hamar stated he had received a call from a Water Board member concerning the appointment of Justin Gemar to the Water Board at the January 21<sup>st</sup> Commissioner meeting. Discussion followed concerning the decision and the recommendations of other county residents at the meeting concerning the appointment. No action was taken.

DES/911 Coordinator Charlie Russell and Highway Superintendent Jeff Hagen joined the meeting at 10:30.

Sheppard presented the 2019 budget amendments. Hamar made a motion to accept the Auditor's budget amendments for 2019, as listed. Sand seconded. Motion carried.

Dickey County will be the host for the 5-County meeting on April 2<sup>nd</sup>. After some discussion, Sheppard will check on a tour of a local business in Oakes, along with supper at a local restaurant.

Health District Administrator Roxanne Holm, Nurse Amber Miller, Administrative Assistant Kerry Waldo, and KLJ Engineer Brian Tykwinski joined the meeting at 10:47.

Holm reviewed the Multi-Department Vehicle policy and the changes that were made to the policy. Discussion followed concerning the changes. The question had also been mentioned if the automobiles could be used by the county agent staff that are employed by NDSU and not Dickey County. A decision was made they could use the vehicles, as they are on our payroll as well. Hamar made a motion to accept the proposed policy and to adopt it. Hokana seconded. Motion carried.

Tykwinski updated the Commissioners on the safety projects on County Road #8 and #14 that is slated for a bid opening in April. KLJ has received the permits from the Corp, with changes made in the original plan. Tykwinski and Commission felt that the change would reduce the life expectancy of the road.

Hagen spoke with the Commission concerning the bridge report that shows repair required by July 15<sup>th</sup>. The bridge is located on County Road #8 approximately 5 miles north of Highway 11. Hagen was working with KLJ engineers on options for the repairs required. More information will be provided at the next Commissioner meeting.

Russell updated the Commission on the status of the township and county sites for the first round of FEMA projects because of flooding in the spring of 2019. A discussion followed concerning the second disaster and the fact there were no sites for Dickey County. Russell stated that the reason was that any sites with issues were already included in the first disaster. The second issue was that the road east of Oakes, County Road 3, is not eligible for FEMA funds.

Sheppard presented liquor and beer license applications for the Kulm Country Club and the Oakes Golf Course. The fee of \$300 has been received by both parties. There are no changes to application since last year. Hokana made a motion to approve the applications and to issue the licenses. Sand seconded. Motion carried.

Discussion followed concerning location for the Ellendale precinct for the June and November elections. With changes occurring at the Ellendale Senior Citizen, the space will be limited.

Hokana made a motion to adjourn at 12:45.

2019 BUDGET AMENDMENTS					
FUND #	FUND NAME	EXPENSE AMT OVER BUDGET	REASON	BUDGET AMENDED TO READ	REVENUE AMT. OVER BUDGET
2250	Family Focus	\$ 376.76	under estimated expenses	\$ 98,556.94	\$ 4,986.65
2290	Designated Funds	\$ 622.19	under estimated expenses	\$ 799.06	
2902	24/7	\$ 3,457.30	Increase in the need of monitoring of DUI residents	\$ 8,457.30	\$ 4,707.00
2908	Special Assessment - County	\$ 1,431.50	Wrong special assessment used when budget completed	\$ 16,419.79	
2910	Emergency	\$ 61,623.02	Excessive snow and spring flooding	\$ 155,623.02	\$ 3,399.36
2965	Yorktown Maple Improvement	\$ 22,686.51	Additional construction work on berm	\$ 25,686.51	
2983	Dickey County Drain #1	\$ 11,624.60	Clean out of the drain	\$ 25,490.50	\$ 8,312.94
3120	Jackson Township Drain Bond	\$ 1,548,150.50	Bond payoff not budgeted for	\$ 1,548,150.50	\$ 5,699.99
3165	Yorktown Maple Improv Project Bond	\$ 45,774.61	under estimated expenses	\$ 165,774.61	\$ 159,141.23
	<b>TOTALS</b>	\$ 1,695,746.99		\$ 2,044,958.23	\$ 186,247.17

**Commissioner Meeting  
February 18, 2020**

Commissioner Marke Roberts called the meeting to order at 9:03. Present were Thor Sand, John Hokana, Joel Hamar, Dean Simek and Chairman Marke Roberts. The media was not present. The Pledge of Allegiance was recited.

Additions to the agenda

- South Country update
- Teleconference system
- Basement update
- 5 County meeting

Hamar made a motion to approve the February 4<sup>th</sup> minutes with corrections. Simek seconded. Motion carried.

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

Simek made a motion to approve the financials for January 2020. Sand seconded. Motion carried.

Commission discussed the general engineering contract signed in 2018 with Kadrmas Lee and Jackson. The contract has expired and the Commission has decided to complete a request for proposal with all engineering firms. KLJ has carried out the tasks of the contract as agreed upon, but the Commission feel they should seek proposals from engineering firms to ensure the county is receiving the best service at the best price. Hokana made a motion to advertise for proposals for general engineering services for the next two-year period, 2020-2021. Sand seconded. Motion carried.

Hokana updated the Commissioners on the monthly South Country Human Services Board meeting held in Ellendale. Hokana updated the Commission on the search for a Zone Director.

Sheriff Chris and Treasurer Wonada Lematta joined the meeting at 9:45.

Commission discussed the request received from the Water Board attorney on video conference capability in the Courthouse. A decision was made to not purchase equipment needed above those being provided by the attorney's office.

Tax Director Don Flaherty and Deputy Tax Director Denise Olson joined the meeting at 10:00.

Flaherty informed the Commission on appointments made at the JDA meeting on January 21<sup>st</sup> of three people with expired terms, who were Commissioner Dean Simek, Educational at Large board member Trista Gemar, and Oakes City representative Gary Schnell. Hamar made a motion to appoint Dean Simek, Trista Gemar and Gary Schnell to the JDA board. Sand seconded. Motion carried.

Flaherty presented the Commission reports concerning the sales for the year of 2019 for residential, commercial, and agricultural. The reports also show sales by city and by townships. Flaherty also presented reports showing sales ratios for the same time period.

Flaherty gave a recommendation he felt would continue Dickey County in the acceptable range set by the state of North Dakota. Discussion followed concerning the change in the Farm Residence Exemption and how that could affect the numbers given. Commission requested more information from Flaherty concerning the effect of the adjustment of 1% would have on the total value for the county. Flaherty will return with the information at the end of the meeting.

Highway Superintendent Jeff Hagen and DES/911 Coordinator Charlie Russell joined the meeting at 10:51. KLJ Engineer Brian Tykwinski joined the meeting at 11:15.

Tykwinski updated the Commission on the safety projects on County Road #8 and #14. Tykwinski presented the cost estimate for the project. The County share will be 10% of the cost. The total construction cost estimate is \$241,123, plus the cost of construction engineering. The bid opening is slated for April, 2020.

Hagen updated the Commission on the bridge on County Road 8 discussed at last meeting. Hagen stated that the quote he received to fix the guard rails is \$3,318. ND DOT will be informed that the county will continue to monitor the situation.

Hagen stated the bid opening for gravel haulers for the 2020 season will be March 17<sup>th</sup> at 11:00. Discussion followed concerning other options to bidding the gravel hauling.

Roberts informed Hagen concerning a house that is flooding already. Hagen and Russell will go look into the situation to see what the possibilities could be for fixing the issue.

Estes updated the Commission on the amount of calls received by the Sheriff's office from 2015 to 2019. The number of calls for service in 2015 were 576 and in 2019, the number had increased to 1,615.

Sheppard presented a beer and liquor license application from the Ellendale Country Club for approval. Sand made a motion to approve the application. Simek seconded. Motion carried.

Starion Bank has requested the signing of a bank resolution, because of a motion to remove retired Treasurer Cheryl Brokaw and add the new Deputy Treasurer Lori Wald to the signature card for accounts at Starion Bank. Simek made a motion to have Joel Hamar and Marke Roberts to sign the forms. Sand seconded. Motion carried.

With the recommendation of Auditor Sheppard, Hamar made a motion to sign the maintenance contract with Software Innovations for 2020. Sand seconded. Motion carried.

Flaherty and Olson returned at 12:25 to report on the information requested earlier. After some discussion, a decision was made to adjust property values to put the sales ratio at 93% for agricultural land, 94% for commercial property, and 93% for residential property.

Sheppard updated the Commission on the plans for the 5 County meeting for April 2<sup>nd</sup>. The tour will start at 2:30 at Harris Machine and the meeting will start at the Last Shot Bar and Grill at 4:00 with supper at 5.

Roberts adjourned the meeting at 12:50.

Salaries		178,168.97	57019-57110
281 Repair LLC	Front End Repair on DES Truck	1,104.93	105355
Ameripride Services INC.	Rug Services	155.14	105356
Ameripride Services INC.	Rug Services	207.83	105357
Anderson Deborah	Mileage to Recorder's Planning	127.65	105358
Avid Hawk LLC	Web Services Package	360.00	105359
Code 4 Services INC.	Docking Station for Toughbook, Freight	1,030.52	105360
Cole Paper	Neutral, 7oz air freshener	97.98	105361
Dickey County Leader	Legal December Minutes	343.62	105362
Dinger Danielle	Supplies for Srctc, Oakes presentation	19.36	105363
Innovative Office Solutions LLC	Staples Shredder, Duster, Cleaning Pads, Envelope Glue, Staples, Post-it notes	209.01	105364
Montana Dakota Utilities	Park Utilities	50.77	105365
ND Association of Counties	Special Operations Fund- swat	400.00	105366
ND County Auditors Association	Dues	100.00	105367
ND Sheriff's & Deputies Association	Dues for 2020	250.00	105368
Network Center Communications	Labor Remote Work on Phone System	130.00	105369
Postmaster- Ellendale	Late Fee amount for box rental	23.00	105370
Public Safety Center, INC	Map Case & Equip	54.00	105371
Q&N Corporation	ink, DVD sleeves, battery backup, toner	486.93	105372
Radermacher Law Firm, P. C.	DC Special Assistant States Attorney	4,000.00	105373
Service Maid	December Cleaning Bill	340.00	105374
Starion Insurance Agency	Adding Snowblower to County Insurance	1,993.00	105375

Thorpe Excavating	Took Down house at 221 3RD ST N Ellendale	3,850.00	105376
True Value Ellendale	Towels, bulbs, trash bags, tape, cable ties, drill set, lid nails trash can, battery	290.08	105377
Vanguard Appraisals INC.	Service Contract	7,875.00	105378
Economy Oil Co	Fuel for Hwy Department	1,293.08	105379
Ellendale City Auditor	Landfill Key Rent for 2020	500.00	105380
Kadrmass Lee & Jackson INC.	Chip Seal CR#2 & CR#3 IN DC, HEC-1100 (021) PCN 22431 DC HSIP PROJECT	3,852.13	105381
Southeast Water Users	Utilities	46.47	105382
Fireside Family Restaurant and Lounge	JDA Grant	7,500.00	105383
Flaherty Don	JDA Meeting Mileage	19.55	105384
Henning Bridget	JDA Meeting Mileage	19.55	105385
Petersen Jeff	JDA Meeting Mileage	20.70	105386
Ranch House	Room Rent for JDA Meeting	25.00	105387
Reiser Cory	JDA Meeting Mileage	21.85	105388
Dakota Plains Credit Union	Plane Ticket		105389
		358.80	
Kiser Breana	Mileage 4-H Horse Practice, FSA MTG	71.92	105390
North Dakota Chapter of the Wildlife Society	Membership Renewal	25.00	105391
North Dakota Chapter of the Wildlife Society	Annual Meeting Registration	85.00	105392
Hansen Stephen	Room Charge for Water Board Training	239.80	105393
ND State Radio	4th Quarterly Charges	13,844.80	105394
Oakes City Auditor	911 Funding- Hexagon/Intergraph Corporation	952.56	105395
AT&T Mobility	PIO, WEL, Road,911, Courthouse Phone Charges	742.19	105396
Ellendale City Auditor	Courthouse, Park, Hwy, Weed board building-Utilities	502.60	105397
Derek Koch	Overpayment of taxes	4,308.47	105398
Cities, Townships, Schools	Cities, Townships, Schools	1,484,841.40	105399
			-
			105447
Human Services	Monthly Expenses	15,795.98	105448
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			105461
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	1,438.18	105462
Kulm Ambulance Corps Inc. C/O Robin Hehr	Ambulance Collections, SAD	5,393.17	105463
Edgeley Ambulance Service	Ambulance Collections, SAD	2,876.36	105464
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	12,584.06	105465
Ellendale City Auditor	Airport, Sad-Airport, Ambulance, SAD-Ambulance	17,789.39	105466
Oakes City Auditor	Airport, SAD	4,126.71	105467
Garrison Diversion	Collections, SAD	10,595.27	105468
James River Soil Conservation 975	Collections, SAD	9,149.38	105469
Ellendale Fire #2	Collections, SAD	14,980.37	105470
Oakes Fire #3	Collections, SAD	20,364.04	105471
Dickey Sargent Joint Water Resource District	Jackson Drain Maintenance Collections	332.60	105472
Dickey County Senior Citizens	Tax Collections	10,270.23	105473
Dickey County Historical	Tax collections, SAD	2,567.53	105474
Kedish House	Grant Money	754.13	105475
State Treasurer	State Medical, Clerk of Court Fees, SIRN	12,516.62	105476
Dickey County Treasurer	Clerk of Court Fees	591.75	105477

ND Public Employees Retirement	BCBS	44,703.60	105478
ND Public Employees Retirement	LIFE INS	390.00	105479
ND Public Employees Retirement	BCBS-HD	7,141.40	105480
ND Public Employees Retirement	LIFE INS-HD	241.72	105481
ND Public Employees Retirement	DEF COMP	834.75	105482
ND Public Employees Retirement	DEF COMP HD	262.50	105483
Discovery Benefits	Flex	1,026.67	105484
Discovery Benefits	Cancer	45.00	105485
AT&T Mobility	Scott County Cell Phone	29.66	105486
Dakota Business Solutions	High Capacity Ink Cartridge	250.00	105487
Dakota Electronics	Replacement Batteries	283.50	105488
Dakota Plains Credit Union	Rubber bands, Scissors, Duck 2ct bub, Postage ss, Received stamp and refill ink-ss	235.28	105489
Dickey County Leader	Legal January Minutes, Board Members Needed	186.60	105490
Dickey County Hwy Dept.	Gasoline for the Law Enforcement Vehicles	811.26	105491
Dinger Danielle	4-h Meeting Mileage	34.80	105492
Farnams Genuine Parts	Eye Bolt, Fuse, Elect. Crimp on	31.40	105493
Farmers Union Oil Co	Propane for SS Building	252.90	105494
Information Technology Dept	State Exchange email, Active Directory User Fee, Net motion VPN Client, Mult. Authentication	864.30	105495
Montana Dakota Utilities	Courthouse Utilities	3,127.75	105496
Olson Denise	NDAAO Winter Workshop, Assessment	243.20	105497
Overpayment Refund	Refund Escrow Taxes	67.70	105498
Overpayment Refund	Overpayment of taxes	632.10	105499
Q&N Corporation	State Drive, Corsair 450, CPU Cooler & Heat	182.49	105500
Sheppard Wanda	Mileage, Mileage to Monango for Election Training	108.10	105501
Software Innovations	2020 Software Support & License Renewal	9,500.00	105502
Steven Lust Automotive	Oil Change on 2016 Chevy Tahoe	54.46	105503
Stutsman County Auditor	Court Appointed Attorney	266.00	105504
Z's Fresh Market	Supplies for Parliamentary Procedures Present	30.62	105505
Agtegra Cooperative	Hwy Fuel	1,736.49	105506
BG Glass LLC	Installed glass in unit # 103 Maintainer Blade	225.00	105507
Butler Machinery CO	Cutting Edge	1,788.64	105508
Dakota Electronics	Kenwood radio, speaker, antenna, Bracket, Hole plug, Bluetooth headset, interface, Filter	1,135.50	105509
Dakota Improvement Department of Transportation	Backhoe 1 hr.- snow removal- glover road Project: BRC-1100(020)	800.00 80.97	105510 105511
Economy Oil Co	Red Fuel for hwy shop	1,218.74	105512
Farmers Union Oil Co	Propane, Fuel for hwy dep., chains, MyLink, Toggle switch, Balance 4 ties	5,377.70	105513
Farnams Genuine Parts	Rubber Grommet kit, O-rings, battery, filters, wet-dry vac, coupler, Box miniatures	1,054.85	105514
Fullerton City Auditor	Fullerton Shop Utilities	42.50	105515
Graham Tire CO	TIRES	6,792.52	105516
John Deere Financial	Windowpane, hyd xr 5-gal, blade lift cycle. Reconditioning procedure, Blade lift cycle. Replace	7,382.20	105517
Ottertail Power Company- Fergus Falls	Oakes Garage Utilities	57.33	105518
Overpayment Refund	Mailbox Replacement-Blade hit it	14.97	105519
Parts Supply INC	Pwr SVC Diesel	7.99	105520

Praska's Hardware Hank	Nipple, Adapter, Pump Switch Sum, Pump Utility Clamp	264.85	105521
True Value Ellendale	THRD STL Rod., Misc., Hardware, LED Light Bar	88.17	105522
Waste Management	64 Gallon Cart Service	59.55	105523
Emmons County Auditor	Funds Received after Final Payout	712.25	105524
Pharmchem	Sweat Patch Analysis on 24/7 Program	114.20	105525
Office of Attorney General- 1250	24/7 Program- January payment	640.00	105526
Dakota Plains Credit Union	Car Wash for VSO Van	8.56	105527
NDACO & Tribal VSO	2020 Membership Dues, 2020 Spring and Fall Conference Fee	170.00	105528
Amazon Capital Service	External DVD Drive, Command Hanging Strips	42.93	105529
Dakota Plains Credit Union	Registration, Subscription- Acrobat pro	76.04	105530
Leaf	Kyocera Copier System	114.00	105531
NDSU Extension	State Vehicle Mileage to Bismarck	169.00	105532
True Value Ellendale	Latching Storage Box	17.97	105533
Dickey Rural Networks	Dickey 911 Trunks	231.00	105534
ND Association of Counties	6%	525.55	105535
Ameripride Services INC.	Rug Services	1,061.69	105536
Dakota Valley Electric Coop	Wilson Dam Utilities, Hwy Utilities, Guelph Tower Utilities	328.00	105537
Dickey Rural Networks	Phone Charges	1,619.51	105538
Mertz Const & Supply- Ellendale	Vacuum Breaker, Shop Vac	47.98	105539
Montana Dakota Utilities	Fullerton shop, Hwy Shop, Weed Board Building Utilities	1,746.84	105540
Q&N Corporation	Courtroom workstations, ink, HDMI cables, surge protector outlet, apc	711.99	105541
Human Services	Monthly Expenses	2,989.68	105542
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			105546
Terracon Consultants INC.	Water Sampling	800.00	105547
ND Public Employees Retirement	Retirement	19,079.97	105548
ND Public Employees Retirement	Retirement	2,933.08	105549
ND Public Employees Retirement	DEF COMP	834.75	105550
ND Public Employees Retirement	DEF COMP HD	262.50	105551
Aflac	Cancer	3,044.27	105552
Delta Dental Plan of MN	Dental	2,098.50	105553
Ameritas Life Insurance Corp	Vision	506.64	105554
Discovery Benefits	Flex	1,026.67	105555

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Marke Roberts, Chairman

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Wanda Sheppard, Auditor