

**Commissioner Meeting
January 7, 2020**

Commissioner Joel Hamar called the meeting to order at 9:00. 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.

Additions to the agenda

Pheasant Lake and Elm Township

E-mail from National Weather Service

Sand made a motion to approve the minutes from December 17th and 27th with corrections. Simek seconded. Motion carried.

Hamar reviewed the e-mail received from John Paul Martin, from the National Weather Service, concerning the assistance of Charlie Russell during the last winter storm. The letter is a commendation for Russell's work and the assistance Russell gave to them.

Phone calls have been received from Elm Township residents concerning the county's plan to not contract to clean the road out at Pheasant Lake. The Commission again stated that it is not economical for the county and our equipment is too big for the area. The road was opened after the last storm, which concluded the contract with Elm Township for 2019.

With no other business from 2019, Hokana moved to adjourn the final 2019 business meeting at 9:17.

Auditor Sheppard called the 2020 Reorganization Meeting to order at 9:18 and asked for nominations for Commissioner Chairman. Simek nominated Mark Roberts. Sand seconded. Hamar made a motion to cease nominations and to cast a unanimous ballot for Marke Roberts. Simek seconded. Motion carried.

Roberts thanked Hamar for a job well done the last two years as Chairperson.

Roberts asked for a motion for Vice Chairman. Hamar nominated John Hokana. Simek seconded. Sand made a motion to cease nominations and to cast a unanimous ballot for John Hokana. Hamar seconded. Motion carried.

The current county portfolios were discussed. Hokana made a motion to keep the portfolios the same. Hamar seconded. Motion carried.

The list of county board appointments that need to be appointed were reviewed. A position for the Water Board, Weed Board, and the Park Board are open. Sheppard will send an advertisement to the paper requesting applicants as well as a letter out to the board members that expired in 2019. Appointments will be reviewed at the next Commissioner meeting.

Hokana made a motion to dissolve the Social Services Board, due to the change in legislation and the formation of the South Country Human Services Zone Board. Simek seconded. Motion carried.

Sand made a motion to dissolve the Detailed Soils Board, as it is already in place and is established. Hamar seconded. Motion carried.

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

Roberts presented a Gaming Site Authorization form from the Hole in One Foundation. Hokana made a motion to approve the application and to waive the fee. Simek seconded. Motion carried.

Health District Administrator Roxanne Holm joined the meeting at 10:15 to discuss the use of the automobiles originally used by Social Services by a Health District employee who is attending training in Bismarck next week. Sand made a motion to allow the use of the vehicle for this employee. Based on the expired policy of Social Services Hamar seconded. Motion carried. Sheppard and Holm will work with information from Social Services to develop a policy and to research a calendar that could be used by all interested employees for scheduling of the automobiles.

Environmental Services employees Scott Peterson and Dan Blondo joined the meeting at 10:29 to discuss with the Commissioners concerning the new lawn mower budgeted in 2020 for the Courthouse. Peterson will check with the vendor to verify price, as the quote is 6 months old, and a possible delivery timeframe.

Highway Superintendent Jeff Hagen and Deputy Recorder Kelly Schmidt joined the meeting at 10:42.

Sheppard presented three Quit Claim deeds for property sold or deeded to the City at the tax sale in November. Hamar made a motion to sign the deeds on parcel numbers #11428000 in Monango, #08462000 in Ellendale, and #11021000 in Forbes. Simek seconded. Motion carried. Schmidt notarized the signatures on the deeds.

The meeting went into recess and reconvened at 10:51. Sheriff Chris Estes joined the meeting.

Hagen informed the Commission that the Oshkosh truck and snowblower should be delivered Thursday, depending on the weather. Hagen stated he had received calls from a few farmers that had assisted in removing snow last year, offering to assist again. Hagen approved them to assist with blowing snow on then Glover road and on County Road 3C after this last storm.

Estes updated the Commission on the use of the new side-by-side with rescuing of individuals in the last storm. The individuals rescued were people living outside of the state.

Sand made a motion to approve the PAT software agreement. Simek seconded. Motion carried.
Simek made a motion to sign the yearly agreement with South Central Dakota Regional Council. Hokana seconded. Motion carried. Sheppard will ask for more information and the guidelines of what services they offer so the county and cities in the county can use these resources provided by this agreement.

Hamar made a motion to sign the software license agreement with Vanguard Appraisals. Simek seconded. Motion carried.

Sheppard requested a change in venue for the February 4th Commissioner meeting, due to the Commissioner Room being used at that time. A decision was made to request the use of the meeting room at Oakes City Hall. Sheppard will reserve the room.

Sand spoke of the need for residents to express their opinions to the State of North Dakota on the use of Legacy fund money. Discussion followed concerning the installation of natural gas in other areas and that would be an excellent use of those funds.

Hokana made a motion to adjourn at 11:51.

Commissioner Meeting January 21, 2020

Commissioner Marke Roberts called the meeting to order at 9:45. 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

Report from South Country Human Services Zone (new Social Service zone)

Hokana made a motion to approve the minutes from January 7th with corrections. Simek seconded. Motion carried.

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

Hamar made a motion to approve the financials from December, 2019. Hokana seconded. Motion carried.

Sheriff Chris Estes joined the meeting at 9:50 to discuss vacation that was not used before the end of the year by his Administrative Assistant. Due to staffing and the timing required for filing of reports, Sand made a motion to approve the extension of the deadline to use vacation from 2019 to March 31, 2020. Any hours not used by March 31st will be forfeited. Hamar seconded. Motion carried.

South Central Dakota Regional Council staff Traci Redlin and Dickey County resident Eric Larsen joined the meeting at 10:05.

Redlin presented the revised Hazard Mitigation plan for Dickey County for the Commissioners approval. Redlin discussed the meetings held throughout the county and the cooperation of all the different agencies. Once this is approved, the county will be able to continue to get assistance through FEMA during disasters. This plan needs to be updated every 5 years. This is an update from the original plan. Hokana motioned to approve the plan. Sand seconded. Motion carried. Redlin stated Dickey County should receive grant money to cover the cost of developing the plan.

Job Development Authority Secretary Don Flaherty joined the meeting at 10:30 to discuss board appointments for JDA. Butch Middlestead has resigned and Bridget Henning was appointed by the Ellendale JDA to replace Middlestead. Resident Judith Reiser who is a representative for Townships has resigned and Cory Reiser has stepped in to fill that term. Sand made a motion to accept the recommendations from the organizations and appoint Henning and Cory Reiser to the JDA Board. Hamar seconded. Motion carried

Hamar made a motion to appoint Bob Schmidt to the Park Board for another term. Simek seconded. Motion carried.

Resident Justin Gemar, Health District Administrator Roxanne Holm, Administrative Assistant Kerry Waldo joined the meeting at 10:40.

At the current time, Sheppard has not received any interest on the Weed Board position. Commission will wait to make that appointment.

Sheppard updated the Commission on the Board position for the Water Board. Four residents have shown interest in the position. Resident Eric Larsen stated he would strongly encourage the Commission to appoint Justin Gemar, as Gemar lives close to the drain issues in the Fullerton area. After discussion on the different applicants, Simek made a motion to appoint Gemar to the Water Board. Hokana seconded. Discussion followed that the decision would not be due to ill management of the Water Board members, but having more Board members where the issues currently are. Roll call vote with Sand yes, Hokana yes, Hamar yes, Simek yes, and Roberts yes. Motion carried. Sheppard will send a letter to Kevin Strobel and the Water Board to thank Strobel for his many years of service on the Water Board.

DES/911 Coordinator Charlie Russell, Highway Superintendent Jeff Hagen and KLJ Engineer Brian Tykwinski joined the meeting at 10:52.

Holm and Waldo presented the new automobile use policy for the Commissioners to review. After some discussion and a few changes were made, Hokana made a motion to accept the new policy. Sand seconded. Motion carried.

Treasurer Wonada Lematta joined at 10:55. Lematta shared a report with the Commission on the state of taxes received currently compared to last year.

Lematta presented the list of Depositories to be approved for 2020. Included on the list is BankNorth, Starion Financial of Oakes and Ellendale, First Community Credit Union, Dakota Plains Credit Union, and Choice Financial of Ellendale. Hamar made a motion to accept the list of Depositories. Simek seconded. Motion carried.

Simek made a motion to remove retired Treasurer Cheryl Brokaw and to add Deputy Treasurer Lori Wald to the signature card at Starion Bank, on Lematta's request. Sand seconded. Motion carried.

Lematta presented the Treasurers Quarterly report and Pledge Report. Sand made a motion to approve the report and have Roberts sign. Hamar seconded. Motion carried.

Tykwinski gave an update to the Commission on the road project on County Road 14 and County Road 8. The bid date has been moved another month, currently set for April. The Corp is asking for some possible options other than the original proposal. The ND DOT is in full support of the current plan. KLJ will keep the Commission up to date on the project.

Hagen updated the Commission on the current status of the roads in the county. Hagen updated the Commission on the new truck and snowblower purchased the end of December. The equipment will require two employees when operating the truck and snowblower.

Sheppard presented the Bridge Inspection and Load Rating Services agreement received from the ND DOT for 2020. States Attorney Gary Neuharth has reviewed and approved the contract. Simek made a motion to sign the contract. Sand seconded. Motion carried.

Russell updated the Commission on the status of the FEMA projects. Discussion followed about the need for storm shelters in the county.

Hokana updated the Commission on meetings for the South Country Human Services Zone Board. The Zone Board will be meeting in Ellendale in February.

Discussion followed concerning the lighting in the Courthouse parking lot that will be updated by Montana Dakota Utility. There will be a very slight increase in the utility bill.

Sheppard presented the revised contract for the purchase of a new John Deere mower for the Courthouse. Sand made a motion to approve the contract. Hamar seconded. Motion carried.

Hokana made a motion to adjourn the meeting at 12:30.

Salaries		157,707.54	56926-57018
Altrux	Freight to bring Snowblower Truck Here	5,350.00	105147
ND Public Employees Retirement	BCBS	55,772.64	105148
ND Public Employees Retirement	LIFE INS	500.53	105149
ND Public Employees Retirement	BCBS-HD	7,141.40	105150
ND Public Employees Retirement	LIFE INS-HD	241.72	105151
Cities, Townships, Schools	Cities, Townships, School	1,449,998.65	105152
			-
			105198
Accounts Management INC	Refund on Paper Service- Two Hearts	40.00	105199
Agtegra Cooperative	Propane for SS Building	671.79	105200
Ameripride Services INC	Rug Services	155.14	105201
AT&T Mobility	Scott County Cell Phone Charges	19.92	105202
Hoven Perry	2 Coroner Calls	450.00	105203
Jon Olson	Refund on Paper Service -Boe Quandt	20.00	105204
Lexisnexis Matthew Bender	ND Century Code 19v1B & 2A SUP ERR	183.31	105205
Malfinance	Postage Machine Rental	431.76	105206
Metro Legal Services	Refund on Paper Service -Roberta Johnson	20.00	105207
Montana Dakota Utilities	Park Utilities	78.52	105208
NACO	Dues	450.00	105209

ND Association of Counties	County Dues	7,929.00	105210
ND County Commissioners Assoc.	Commissioner Dues	1,650.00	105211
ND Emergency Management Association	Dues	30.00	105212
Network Center Communications	Replace Voice Mail Card, Phone Assistance	575.00	105213
Radermacher Law Firm P.C.	Assistant States Attorney Fee	4,000.00	105214
Secure Software Solutions	Pat License Agreement	2,500.00	105215
US Records Midwest LLC	Dickey County Leader Binder 2020	148.07	105216
Blumhardt Chevy Pontiac	Clean Canister and Vent Valve-Unit 426	551.50	105217
John Deere Financial	Grader Payment #8452, #8527	61,939.97	105218
National Association of County Engineers	Dues-Hagen	200.00	105219
South Central Dakota Regional Council	Dues to Regional Council	10,693.00	105220
Dickey Rural Networks	Dickey 911 Trunks Rent	231.00	105221
ND 911 Association	Dues	25.00	105222
Zahn Doug	Yearly Tower Rental- 911 Tower	500.00	105223
ND Association of Counties	Workers comp	27,837.48	105224
Human Services	Monthly Expenses	1,763.55	105225
			-
			105233
Community Volunteer EMS of LaMoure	Ambulance Collections	1,603.88	105234
Kulm Ambulance Corps Inc. C/O Robin Hehr	Ambulance Collections	6,014.55	105235
Edgeley Ambulance Service	Ambulance Collections	3,207.76	105236
Oakes Volunteer Ambulance Service	Ambulance Collections	14,033.94	105237
Ellendale City	Airport, Ambulance	20,450.57	105238
Oakes City	Airport	5,213.73	105239
Garrison Diversion	Collections	11,482.34	105240
James River Soil Conservation 975	Collections	10,255.27	105241
Ellendale Fire #2	Collections- Ellendale	21,735.25	105242
Oakes Fire #2	Collections-Oakes s	18,983.67	105243
Dickey Sargent Joint Water Resource District	Jackson Drain Maintenance Collections	3,514.49	105244
Dickey County Senior Citizens	Tax Collections	11,456.51	105245
Dickey County Historical State Treasurer	Tax Collections	2,863.34	105246
Dickey County Treasurer	State Medical, Clerk of Court Fees, SIRN	14,156.16	105247
Discovery Benefits	Clerk of Court Fees	795.00	105248
ND Public Employees Retirement	Cancer	160.00	105249
ND Public Employees Retirement	DEF Comp	790.00	105250
Discovery Benefits	DEF COMP HD	187.50	105251
Human Services	FLEX	1,026.67	105252
	Monthly Expenses	1,858.90	105253
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			105257
A&B Business Inc	Maintenance Contract- Fujitsu Scanner 2020-Recorder office	669.65	105258

Accounts Management INC	Paper Service Refund- Hammontree	5.00	105259
Ameripride Services INC	Rug Services	207.83	105260
Barkus Law Firm P.C.	Court Appointed Attorney	270.00	105261
Billi Warcken	Clerk Association Dues 2020	100.00	105262
Dickey County Hwy Dept	Gasoline for Law Enforcement Vehicles, and Truck Regulatory	1,266.24	105263
Dickey County Hwy Dept	Fuel for the Des Truck	388.86	105264
Dickey County Treasurer	Indirect Assessment for YTMD Project	1,789.91	105265
Dickey Rural Networks	Social Services Utilities	547.47	105266
Farnams Genuine Parts	Loom-Split Poly	24.50	105267
Farmers Union Oil Co	Oil Change and air Filter on Truck Reg	73.27	105268
Hexagon Safety & Infrastructure	CAD Program	1,347.70	105269
Information Technology Dept. (ITD)	Holly H- Exchange Email, Active Directory User Fee, Net motion VPN Client, Multifactor Auth.	864.30	105270
Innovative Office Solutions LLC	Label, Folder, Pocket File	90.11	105271
Innovative Office Solutions LLC	Laser Checks-Auditor Office	300.97	105272
Innovative Office Solutions LLC	Receipt Books, Binder Clip, Pocket File	18.77	105273
Innovative Office Solutions LLC	Stand, Machine, BK-Tax Office	228.97	105274
Modern Marketing	XL Resq Grip Gloves, Synthetic Cannabinoids Drug Tests, Syringe containers, Shipping	320.69	105275
ND Association of Counties	Marriage License Program- 26 Applications	26.00	105276
ND County Recorders Assoc	ND Recorders Association Dues 2020	200.00	105277
ND State Radio	Quarterly Billing for LETS Terminal	120.00	105278
Overpayment Refund	Overpayment on Re Taxes	62.60	105279
Overpayment Refund	Overpayment on Re Taxes	453.04	105280
Overpayment Refund	Overpayment on Re Taxes	579.16	105281
Overpayment Refund	Overpayment on Re Taxes	4.64	105282
Overpayment Refund	Overpayment on Re Taxes	115.62	105283
Overpayment Refund	Paid Abatement Refund	153.46	105284
Overpayment Refund	Overpayment on Re Taxes	251.89	105285
Overpayment Refund	Overpayment on Re Taxes	56.56	105286
Overpayment Refund	Overpayment on Re Taxes	988.73	105287
Postmaster Ellendale	Box Rental for States Attorney	76.00	105288
Pierson Ford- Lincoln INC.	Oil Change on 2017 Ford, 2019 Ford	120.68	105289
Presort Plus	Postage for Tax Statements	1,683.60	105290
Starion Insurance Agency	Insurance Renewal	53,641.00	105291
Software Innovations	1st Core Logic File Creation, Super Micro	1,025.00	105292
Southeast ND County Comm. Association	Dues for 2020	350.00	105293
z's Fresh Market	Supplies for Christmas Open House	101.25	105294
Agtegra Cooperative	Propane Oakes Shop	654.07	105295
Agtegra Cooperative	Roadmaster Diesel	240.83	105296
Crawford Truck & Equip INC	Clutch, Cooling Eng. Fan, Fitting	1,667.56	105297
Dakota Improvement	Snow Removal on Glover Road	1,700.00	105298
Farnams Genuine Parts	HYD File, Napa gold Air Filter	130.79	105299
Fullerton City Auditor	Utilities	20.00	105300
John Deere Financial	Power Train Diagnostics, Electrical, Parts, Replace Door Handle on Cab, Elbow fit	2,379.78	105301
Matheson Tri-Gas INC.	Lease- HP CYL, 5 Year	42.95	105302

ND Association of Counties	Pre-Employment Drug Test-Adam Kelly	63.00	105303
ND Association of Counties	Mileage Fee for Glen Pahl NDOT UA 9/19/19	7.00	105304
North Dakota One Call	Locate Requests	6.00	105305
Oakes Truck & Trailer	Worked on Clutch on 12 International	302.04	105306
Ottertail Power Company-Fergus Falls	Oakes Garage Utilities	78.03	105307
Parts Supply, INC	Prestone Wind De-Ice	14.97	105308
Praska's Hardware Hank	Battery Alk 4PK Ever Gold	10.98	105309
Waste Management Office of Attorney General	64 Gallon Cart Service	59.74	105310
Pharmchem	24/7 Program	1,400.00	105311
Stutsman Correctional Center	Sweat Patch Analysis	57.10	105312
Aberdeen Chrysler Center	Housed 4 Different Inmates	2,730.00	105313
Dakota Plains Credit Union	Changed oil, Rotate Tires on VSO Van	52.30	105314
Dickey County Hwy Dept	Unpaid Balance of Oct Statement	84.39	105315
Amazon Capital Services	Gasoline for the VSO Van	301.72	105316
Amazon Capital Services	Avery Address Labels, Cricut Replacement Butting blade, note pads, tape, gel pens, boards	191.28	105317
Amazon Capital Services	Clock Movement Mechanisms, wireless keyboard and mouse, Shipping and handling	82.28	105318
Amazon Capital Services	2 Wall Clock Movement mechanisms	27.97	105319
Candlewood Suites Fargo	Social Media Training- Room stay-Breana	86.40	105320
Central Business Systems INC	Kyocera Quarterly charge, Color Copies, Meter Charge	171.72	105321
Dakota Plains Credit Union	4-H Program Planning, Adobe Acrobat Software, Range Management conference	592.44	105322
Kiser Breana	Mileage Horse Hip, cover crop, ND Grazing	335.24	105323
Leaf	Kyocera Copier System	114.00	105324
NDSU Extension	Farm Business in Service in Bismarck	36.10	105325
Farmers Union oil co	Propane - Weed Building	276.48	105326
Ramada Bismarck Hotel	Room Stay- Amy Weed board training	259.20	105327
Sand Amy	NDWCA- Bismarck	193.20	105328
True Value- Ellendale	3800w 24v SCR Element	21.98	105329
Hansen Stephen	Mileage to Joint MTG, Water Training, Drain	272.60	105330
Moore Engineering INC	EAP Update	1,992.50	105331
Ohnstad Twichell PC	Scott Merkel- Maple river complaint, tile app, general	1,053.01	105332
Q&N Corporation	Laptop and Services	449.50	105333
ND Association of Counties	6%	462.39	105334
Q&N Corporation	HDMI Cable	90.00	105335
Dakota Plains Credit Union	Gasoline for the Law enforcement Vehicles, Mailed Package, Gas Parts for new ATV	405.08	105336
Dakota Valley Electric Coop	Wilson Dam, HWY Dept., Guelph Tower Utilities	284.00	105337
Dickey Rural Networks	Phone Charges	1,238.69	105338
Emmons County Auditor	Final Transfers of Cash Balance	3,101.75	105339
Mertz Const & Supply- Ellendale	Drill Bit Set-DES, Lags- HWY	50.05	105340
Montana Dakota Utilities	Courthouse, Fullerton shop, Hwy Dept., Weed Board Building Utilities	5,323.87	105341
NDSU Extension Service- AG Budget	Danielle-County Part of Salary Sep-Dec, Breana County Part of Salary Sep-Dec	8,320.62	105342

Overpayment Refund	Paid Abatement Refund	220.11	105343
Dickey County Township Officers Assoc	Township dues	420.00	105344
ND Township Officers Association	Township dues	voided	105345
ND Township Officers Association	Township dues	3,500.00	105346
ND Public Employees Retirement	Retirement	18,760.89	105347
ND Public Employees Retirement	Retirement	2,933.08	105348
ND Public Employees Retirement	DEF COMP	802.50	105349
ND Public Employees Retirement	DEF COMP HD	262.50	105350
AFLAC	Cancer	2,839.79	105351
Delta Dental Plan of MN	Dental	2,019.74	105352
Ameritas Life Insurance Corp.	Vision	512.68	105353
Discovery Benefits	Flex	1,026.67	105354

Marke Roberts, Chairman

Wanda Sheppard, Auditor