

**Commissioner Meeting
March 2, 2021**

Commissioner Marke Roberts called the meeting to order at 9:00. Present were Jerry Walsh, Joel Hamar, Dean Simek, John Hokana, and Chairman Marke Roberts. The media was not present. The Pledge of Allegiance was recited.

There were no additions to the agenda.

Hokana made a motion to approve the minutes with corrections. Hamar seconded. Motion carried.

Hamar made a motion to approve the vouchers, with the exclusion of the \$125.00 bill from Mertz Lumber. Simek seconded. Motion carried. Sheppard will check with Mertz Lumber and Dickey Rural Network on this bill.

Sheppard presented two pay requests from contractors, JDH Construction and Mission Mechanical for work on the basement project in the amount of \$105,741.00 and \$36,060.97 respectively. The pay requests need to be accepted by USDA before payment can be made. Hokana made a motion to sign and pay the requests, after they are approved by USDA. Walsh seconded. Roll call with Walsh yes; Hamar yes; Simek yes; Hokana yes; Robert6sl yes. Motion carried.

States Attorney Kim Radermacher, Treasurer Wonada Lematta, and Sheriff Chris Estes joined the meeting at 9:30.

Due to an several health issues involving employees and/or their families, Hamar made a motion to extend the time allowed for employees to use their excess vacation originally extended to March 31st in December to May 31st. Simek seconded. Motion carried.

Sheppard presented a letter of request from the City of Ellendale requesting the support of the County Commission on a project to repairs to the sanitary and the storm sewers. The support is one of the requirements of receiving a loan and/or grant from the USDA. Walsh made a motion to sign the Certification of Significant Community Support. Hamar seconded. Motion carried.

Tax Director Don Flaherty has requested a verification of dates for the County Equalization meeting, which would normally be held on June 3rd with the cities at 1:00 and townships at 1:15. The date was set.

Sheppard gave the Commission an update on the basement project. Discussion followed concerning putting the North Dakota and Dickey County combined logo in the middle of the rotunda, if the cost is not too much. Sheppard will check with the State Historical Society to see if there were any concerns with them.

Sheppard presented a "Post Issuance Debt Compliance Policy" that was suggested by Bond Counsel John Shockley. Shockley had stated that if there were issues with the non-tax compliance on the bond, this would protect Dickey County against paying fees and interest to the IRS. Hamar made a motion to implement the Post Issuance Debt Compliance Policy. Simek seconded. Motion carried.

The Commissioner meeting went into recess at 10:25 and returned at 10:35.

DES/911 Coordinator Charlie Russell, Highway Superintendent Jeff Hagen, and KIJ Engineer Bryan Tykwinski joined the meeting at 10:45.

Russell presented a proposed burn ban for Dickey County. The ban is the same as in the past, and with the forecast for the next ten days, it would be best to put the burn ban in place. Based on the recommendation of Russell, Simek made a motion to sign the burn ban. Hokana seconded. Motion carried.

Hagen informed the Commission of the resignation of a blade person, which has been posted with the Job Service. Hagen hopes to fill the position quickly as the employee will be done in April. Hagen stated also that two of the motor graders will need to be renewed in 2022. RDO representative Jeree Meyer had been in to discuss this with Hagen and will put a quote together based on the state pricing.

Resident Andy Seyer joined the meeting at 11:03.

Tykwinski discussed the project this summer for the permanent grade raise on County Road 14. Tykwinski also presented the new cost projection for the project, which has decreased.

Seyer attended the meeting to discuss with the Commissioners about the slope on the new drain on the east side of Oakes on County Road 3. Seyer first thanked the Commission for the work that had been done. His concern is the steepness of the slope in some spots. He is requesting that the Commission fix some of those spots that are of concern, by placing another pipe in place and cover the pipe with the excess dirt that has been stored there. Tykwinski stated that the slope had been checked and that it meets the requirements of the ND DOT. The County has lowered the speed on the road, and discussion followed about the township doing the same. Discussion followed concerning options such as a placement of the pipe or possibly a guard rail. Tykwinski stated he would go look into it and come to the next meeting with possible options and costs of those options. Roberts stated that they had received calls from other residents about the same concern, but funding any change would be difficult at this time.

Walsh made a motion to approve the additional cost in the basement of \$9,925 to install metal beams on two walls in the Sheriff's office. Hamar seconded. Motion carried.

Hokana made a motion to adjourn at 11:50.

Commissioner Meeting March 16, 2021

Commissioner Marke Roberts called the meeting to order at 9:06. Present were Joel Hamar, Dean Simek, Jerry Walsh and Chairman Marke Roberts. The media was not present. The Pledge of Allegiance was recited.

Additions to the agenda

- Basement project and landscaping
- Tax collection update
- Legislative bills related to county business
- NDSU review
- Oakes drain east of Oakes

Hamar made a motion to approve the minutes with corrections. Walsh seconded. Motion carried.

Commissioner John Hokana joined the meeting at 9:12.

Simek made a motion to approve the vouchers presented, with the addition of \$4,857.93 to Montana Dakota Utilities and \$733.06 to AT&T Mobility. Hamar seconded. Motion carried.

Hokana made a motion to approve the financials for February, 2021. Hamar seconded. Motion carried. Sheppard updated the Commission on taxes collected, comparative to last year. As of the end of February, taxes collected are at 84.99% in 2021, while it was at 86.83% in February 2020.

Sheppard presented a request from the City of Oakes for a signature on a Certification of Significant Community Support. The City of Oakes is replacing two emergency/tornado sirens. Hokana made a motion to sign the form. Simek seconded. Motion carried.

Sheriff Chris Estes and Clerk of Court Andi Schimke joined the meeting at 9:34.

Schimke updated the Commission on the video entry system for entry into the Courthouse. Discussion followed concerning changes that have been made and the use of the system. Based on the recommendation of Estes and Schimke, Hamar made a motion to continue using the video entry system. Simek seconded. Motion carried.

Estes discussed with the Commission of a cooperative measure for jail facilities with the counties of Logan, McIntosh, Lamoure, Sargent, and Ransom. The placement of persons in jail is difficult because of the lack of space in the current jail locations. No action was taken.

Hamar made a motion to request assistance with load restriction enforcement and weight enforcement from the North Dakota Highway Patrol. Simek seconded. Motion carried.

Hokana made a motion to approve the liquor license and beer license applications for Ellendale Country Club, Kulm Country Club, and Oakes Golf Club. Walsh seconded. Motion carried.

Walsh gave an update on the progress of the basement project. Based on damage found on several walls in the basement, a change order in the amount of \$10,871.00 has been proposed to plaster fix those walls and to install spray foam insulation in those walls. Walsh made a motion to approve and sign the change order. Hokana seconded. Roll call with Hokana yes; Simek yes; Walsh yes; Hamar yes; Roberts yes. Motion carried.

A change order from Mission Mechanical was presented for requested changes to be made in the Sheriff's office to better fit the needs of the Sheriff's office. Simek made a motion to approve the change order from Mission Mechanical at a cost of \$4,133 for HVAC changes. Walsh seconded. Roll call with Hokana yes; Simek yes; Walsh yes; Hamar yes; Roberts yes. Motion carried. Hamar motioned to approve the change order from JDH Mechanical for the same changes in the amount of \$7,808. Simek seconded. Roll call vote with Hamar yes; Walsh yes; Simek yes; Hokana yes; Roberts yes. Motion carried.

County Agent Briana Kiser joined the meeting at 10:30. Hamar had requested Kiser look into having a representative from NDSU come to the Courthouse and make suggestions for the landscaping around the courthouse. Kiser stated that Matthew Kirkwood is willing to come down and make suggestions. Discussion followed. Commission invites Kirkwood to come down at his convenience to look at the landscape so that suggestions could be made.

Sheppard discussed a change in the layout in the basement for the janitorial staff in the southeast corner of the Courthouse. Roberts made a motion to not rebuild the platform by the east door, but extend the janitors office to that window. Hokana seconded. Roll call with Hamar yes; Walsh yes; Simek yes; Hokana yes; Roberts yes. Motion carried.

Walsh and Hamar updated the Commission on the reviews completed on the NDSU staff, Breana Kiser and Danielle Dinger. Walsh noted that Dinger completed her Master of Arts in Teaching from Valley City State University after the Summer 2020 semester and Kiser completed her Masters of Extension Education from NDSU in December of 2020. The reviews went well.

Simek made a motion to purchase the fax module for the copier in the amount of \$300. Hamar seconded. Motion carried.

KLJ Engineer Bryan Tykwinski and Highway Superintendent Jeff Hagen joined the meeting at 10:55.

The Commission took a short recess at 11:00, returning at 11:10.

Hamar made a motion to open the gravel bid hearing. Walsh seconded. Motion carried.

Only one bid was received, which was from Dakota Improvement. The bid is for 23 cents per ton for all mileage in Zone 2, with a loading charge of 70 cents per ton. Hokana made a motion to accept the bid for Zone 2 from Dakota Improvement. Hamar seconded. Roll call vote with Hamar yes; Walsh yes; Simek yes; Hokana yes; Roberts yes. Motion carried.

There were no bids received for Zone 1. Hagen stated that the highway crew will work on Zone 1 or they may be able to get some assistance from local contractors as well for that zone.

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

Commission discussed with Tykwinski and Hagen the issue from last meeting concerning the drain east of Oakes on Dickey County #3. A decision was made to get a quote from Dakota Improvement to install an additional pipe. Once the quote is received, a decision can be made as to where the money would be taken from to make the change.

Discussion followed concerning the Interviewing for engineering services for the ER project that is being bid in May. Dates were set for a bid opening for the engineering on May 4th.

Hokana made a motion to adjourn at 12:05.

Salaries

145,511.43 58170-58256

Allard Trophy Company	Math count Bronze Medals	98.35	107972
Aramark	Rug Service	164.49	107973
Aramark	Rug Service	227.94	107974
Cole Paper	Paper for Treasure Office	103.57	107975
Dickey County Recorder's Office	Record Deed for Parcel 06375500	20.00	107976
Hamar Joel	Mileage- NDSU REVIEW, Construction Mtg	49.28	107977
Hokana John	Mileage for pasture land research	36.96	107978
Miller Cresta	Mileage to Pick Up eye Wash Station	189.75	107979
Montana Dakota Utilities	Park Utilities	91.58	107980
Modern Marketing	xl Black Nitrile Gloves	353.60	107981
Network Center Communications	Work on Phone System- Stuck on Initializing	32.50	107982
Overpayment Refund	Overpayment refund on taxes	5,493.25	107983-107995
Overpayment Refund	Overpayment refund on taxes	6.16	107996
Public Agency Training Council	Interview Techniques Class	325.00	107997
Q & N Corporation	Monthly service agreement, Monitor, speakers, power supply, Samsung cases, onsite service	2,969.99	107998
Starion Insurance Agency	Changing Skid steers	11.00	107999
Aramark	Rug Service	237.38	108000
John Quandt	Reimburse for filing fee Easements	12.00	108001
Simek Refrigeration	Work Done at West Shop	934.00	108002
Michael J Burns Architects LTD	Basement Renovo.	1,010.57	108003
Richland County Corrections	Inmate in Custody	110.00	108004
VCI Environmental	Removal and Disposal of Asbestos- Basement	5,750.00	108005
Hansen Stephen	Mileage- Jackson Pump. Interview	56.00	108006
Hauck Keith	Mileage to Interview	24.64	108007
Moore Engineering INC	Regular Meeting- Minutes, Permit Review and Filling	370.00	108008
ND Association of Counties	Wireless 911 Charges	683.02	108009
ND State Radio	Quarterly Billing on 4th	13,446.70	108010
AT&T Mobility	PIO, Courthouse, Road, Weed board, 911 phone charges	693.03	108011

Ellendale City Auditor	Courthouse, Park, Hwy and Weed Board Building Utilities	566.30	108012
Cities, Schools, Townships	Cities, School, Townships	2,628,128.49	108013-108061
Mission Mechanical INC	Payment 1- Basement Project	36,060.97	108062
JDH Construction INC.	Payment 1- Basement Project	105,741.00	108063
Human Services	Monthly Expenses	699.75	108064-108068
Community Volunteer EMS of LaMoure	Ambulance Collections	2,433.44	108069
Kulm Ambulance Corps Inc. C/O Jennifer McDermid	Ambulance Collections	9,125.41	108070
Edgeley Ambulance Service	Ambulance Collections	4,866.89	108071
Oakes Volunteer Ambulance Service	Ambulance Collections	21,292.62	108072
Ellendale City Auditor	Airport, Ambulance	30,411.12	108073
Oakes City	Airport	7,293.42	108074
Garrison Diversion	Collections	17,393.77	108075
James River Soil Conservation 975	Collections	27,592.05	108076
Ellendale Fire	Collections	25,649.18	108077
Oakes Fire	Collections	31,985.06	108078
Dickey Sargent Joint Water Resource District	Special Assessment - DSJWRD	42,600.48	108079
Dickey County Senior Citizens	Tax Collections, Senior Mill Levy	53,904.67	108080
Dickey County Historical	Taxes	4,346.38	108081
Kedish House	Grant Money	541.47	108082
State Treasurer	State Medical, clerk of court fees, SIRN	18,327.35	108083
Dickey County Treasurer	Clerk of Court Fees	470.00	108084
ND Public Employees Retirement	BCBS	47,210.88	108085
ND Public Employees Retirement	LIFE INS	580.43	108086
ND Public Employees Retirement	BCBS-HD	7,141.40	108087
ND Public Employees Retirement	LIFE INS HD	244.58	108088
ND Public Employees Retirement	Def Comp	975.00	108089
ND Public Employees Retirement	Def Comp HD	392.50	108090
Wex Health	Flex	803.33	108091
Wex Health	Cancer	50.00	108092
AT&T Mobility	Phone charges for Scott and Dan County Phone	31.06	108093
Balco Uniform	Ls Wool Blend Armorskin base shirt, Apply 2 Emblems and shipping	71.24	108094
Dakota Plains Credit Union	Fuel for Law Enforcement cars, Training	404.17	108095
Dakota Plains Credit Union	Files and Stand for 3 Years Taxes	465.55	108096
Ecolab Pest Elimination Division	Pest Control at SS Building	3.39	108097
Farmers Union Oil Co	Oil Change on 2020 Ford, alignment on 2019	106.36	108098
House of Glass inc	Replace Doors at Pheasant Lake- Restrooms	4,885.00	108099
Information Technology Dept (ITD)	Azure AD Plan, Exchange email, vpn client, user fee	917.05	108100
Innovative Office Solutions LLC	Form, Money Rcpt book	11.74	108101
J& M Printing	Window Envelopes	107.23	108102
Lexisnexis Matthew Bender	ND CRT Rules anno 2/21 supp	12.71	108103
Oakes Times	Paper Renewal for SS	38.00	108104
Otis Elevator Company	Service Contract	754.20	108105
Overpayment Refund	Overpayment refund on taxes	161.69	108106

Q & N Corporation	Wall Charger, port switch, onsite service, headset w/ lifter, server rack, cable	2,137.96	108107
Aramark	Rug Service- Hwy	239.38	108108
Dakota Fluid Power INC	Cylinder Repair	588.00	108109
Ecolab Pest Elimination Division	Pest Control County Shop	92.10	108110
Ellendale City Auditor	Landfill Key Annual Fee	500.00	108111
Farnams Genuine Parts	Coupler, Filter, Napa the Legend Prof, Ez Pour Spout	911.90	108112
Fullerton City Auditor	Fullerton Shop Utilities	20.00	108113
John Deere Financial	Parts	794.75	108114
Montana Dakota Utilities	Fullerton Shop Utilities	377.48	108115
Ottertail Power Company	Utilities at Oakes Shop	66.71	108116
Pressure Washer Central	Swivel Adam 90	72.80	108117
Southeast Water Users	Utilities west shop	45.53	108118
True Value- Ellendale	Tissue Paper, Trash Bags, Surf Outlet, HD Plug	81.45	108119
Waste Management	Waste Pickup	59.42	108120
Pharmchem	Sweat Patch Analysis, Swabs, Patch Kit	1,137.40	108121
Legend Technical Services INC	Asbestos Removal	2,250.00	108122
Dakota Plains Credit Union	Fuel for VSO Van	85.03	108123
Dickey County Hwy Dept.	Fuel for VSO Van	85.03	108124
Dakota Plains Credit Union	ND Wildlife Society Conference Registration	85.00	108125
Kiser Breana	Mileage- Training, open house Pig Farm	174.72	108126
Leaf	Contract Payment- Copier	114.00	108127
NDSU	Distribution center, Publication Sales	146.00	108128
Q & N Corporation	Extension Print and Laminate	6.00	108129
Carlson Brandon	Mileage to come in to sign vouchers	24.64	108130
Farmers Union Oil Co	Propane, Tank Rental	516.74	108131
ND Weed Control Assoc.	Annual Membership Dues	275.00	108132
Sand Amy	Reimbursement	25.00	108133
Dakota Electronics	Hand Held Radio Repair, Power Connection	305.00	108134
Dickey Rural Networks	Dickey 911 Trunks Rent	231.00	108135
ND Association of Counties	6% wireless Charges	155.03	108136
AT&T Mobility	Courthouse, PIO, HWY, Weed Board, 911 Phone Bill	733.06	108137
Dakota Valley Electric Coop	Wilson Dam, Hwy, Guelph Tower Utilities	368.00	108138
Dickey County Leader	February Legal Min, Water Board Position Ad	282.42	108139
Dickey Rural Networks	SS Phone Charges, Phone Charges	1,849.90	108140
Farmers Union Oil Co	Propane for ss Building, Propane for hwy, Compressor oil	1,942.18	108141
Farnams Genuine Parts	Fuse, Battery, 2 Cell battery, split loom, battery returned	281.67	108142
Montana Dakota Utilities	Hwy, Courthouse, Weed Board Building utilities	4,227.93	108143
True Value- Ellendale	Bulb, MISC Handwear, Water Treatment, Jack Plug, Battery Charger, Tape, Hang tape	423.18	108144
Human Services	Monthly Services	3,070.90	108145-108157
Ohnstad Twichell Pc	General, DC Hwy Surface app, Roney Tile App	3,501.60	108158
ND Public Employees Retirement	Retirement	19,851.30	108159
ND Public Employees Retirement	Retirement	2,985.51	108160
ND Public Employees Retirement	Def Comp	1,075.00	108161
ND Public Employees Retirement	Def Comp Hd	392.50	108162
Aflac	Cancer	2,939.68	108163
Delta Dental Plan of MN	Dental	2,350.35	108164
Ameritas Life Insurance Corp	Vision	468.96	108165

Wex Health	Flex	803.33	108166
Bearcreek Twp. Treasurer	FEMA MONEY PW 117	9,279.23	18072
Ellendale Twp. Treasurer	FEMA MONEY PW 117	23,800.37	18073
Lovell Twp. Treasurer	FEMA MONEY PW 117	971.93	18074

Mark Roberts, Chairman

Wanda Sheppard, Auditor