

**Commissioner Meeting
April 6, 2021**

Commissioner Marke Roberts called the meeting to order at 9:05. The meeting was held at the Dickey County Highway Department. Present were John Hokana, Joel Hamar, Dean Simek, Jerry Walsh and Chairman Marke Roberts. Treasurer Wonada Lematta was present at the meeting and County Agent Breana Kiser was present via electronic means. The media was not present. The Pledge of Allegiance was recited.

Additions to the agenda

Meeting with department heads

JDA meeting update

Hamar made a motion to approve the minutes from March 16th with corrections. Walsh seconded. Motion carried.

Hokana made a motion to approve the vouchers, with the addition of one for Chad's Electric in the amount of \$45,221 for the basement project. Simek seconded. Motion carried.

Hamar discussed the need to meet with the individual department heads on a regular basis to get updates concerning their department. Sheppard will send out an e-mail requesting volunteers starting the next meeting, April 20th.

Clerk of Court Andi Schimke and Dickey Rural Network representative Travis Anliker joined the meeting at 9:20 via electronic means.

Lematta discussed with the Commission on options for renewing of CD's at the bank that were maturing. Commission stated they felt that putting the money where the best interest rate could be received and the shorter length of time. The question of where interest rates will be one year from now is the reason for not putting the money in CD's for a long period of time.

Kiser updated the Commission on staffing in the County Agent office. Kiser has had interest shown to assist part time in the office through the county fair. After some discussion, Walsh made a motion to hire Kasi Holm at \$10 per hour for a maximum of 400 hours through August 31st. Simek seconded. Motion carried. Holm will start Monday, April 12th.

Sheriff Chris Estes joined the meeting at 9:30 to discuss hiring of staff.

Schimke updated the Commission on the status of the video entry system at the courthouse. Anliker was connected via electronic means, in case of any questions. A decision was made to continue to use the system, while working to better the system overall.

Walsh updated the Commission on activity on the basement project in the last three weeks. An evidence room in the Sheriff's office has been moved. The fire alarm was at the end of its life cycle and will be replaced at a cost of approximately \$2,800. Updating of the antenna and tower in the northwest corner of the courthouse will be discussed with DES/911 Coordinator Charlie Russell later in the meeting.

Tax Director Don Flaherty and resident Don Meidinger joined the meeting at 10:15.

A recess was taken at 10:23 and the Commission returned at 10:32.

Hamar made a motion to open the Abatement Hearing. Simek seconded. Motion carried.

Flaherty updated the Commission on the parcel of land Meidinger is requesting an adjustment on the value of the parcel in question, parcel #01027000. The buildings on the property are in poor condition and have not been inhabited since the 1980's. Walsh made a motion to approve the \$15,600 reduction in taxable value for tax year 2020. Simek seconded. Motion carried.

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

Sheppard requested a motion to include in the voucher approval two checks for the purchase of CD's by the Treasurer's Office to replace CD's that are maturing in April. Hamar made a motion to

approve the voucher of \$500,000 and \$400,000 for the purchase of the CDs. Simek seconded. Motion carried.

There were no bids received for the haying of two parcels of county land, one in Grand Valley and one in Van Meter Townships. With no bids received, Hamar made a motion to have the property be left for conservation purposes and not used for mowing. Simek seconded. Motion carried.

Walsh updated the Commission on the JDA meeting from March 23rd. Money was granted to Country Road Veterinarian Services in the amount of \$ \$30,166.91 for the buy down of interest on a loan with the Bank of North Dakota.

Highway Superintendent Jeff Hagen, DES/911 Coordinator Charlie Russell, KLJ Engineer Bryan Tykwinski, Dakota Improvement representative Pat Kelly joined the meeting at 10:50.

Sheppard presented a G701-2017 Change Order document that requires a signature for change orders that have been approved by the Commission earlier in the amount of \$28,604.00. Hokana made the motion to sign the form. Walsh seconded. Motion carried.

Sheppard presented a proposed change order for the replacement of the outdoor water spigot on the west wall of the Sheriff's office. Hamar made a motion to sign the change order with Mission Mechanical in the amount of \$1,088.00. Simek seconded. Motion carried.

Sheppard presented a change order in the amount of \$2,106.00 with JDH Construction Inc. for more spray foam on the remaining upper portion of the exterior walls and removal of the rigid insulation. Simek made a motion to sign the change order. Hokana seconded. Motion carried.

Sheppard presented the Paying Agent and Registrar's Agreement with Starion Bond Services, which needs to be signed. The agreement has been reviewed by bond counsel. Hamar made a motion for Sheppard to sign the agreement with Starion Bond Services. Walsh seconded. Motion carried.

Russell presented a bid for the replacement of the feedline and antenna for the tower in the northwest corner of the courthouse. The wiring will need to be updated in the next couple of years and with the basement project and all the wiring exposed, Russell is requesting the update be completed while the basement project is going on. The antenna would not have to be replaced right now, but with the cost of replacing the wiring and someone having to climb the tower, a decision was made to replace the antenna at the same time. The quote is a total of \$6,099.50 to update the wiring and the antenna, or a quote of \$4,631.50 for just updating the feedline. Simek made a motion to approve the \$6,099.50 quote. Hokana seconded. Motion carried.

Resident John Quandt joined the meeting via electronic means to discuss the drain that was installed last year east of Oakes on Dickey County #3. Discussion followed concerning the slope that was agreed to during the original bid process and what was installed last year. The steepness of the slope is concerning residents. Kelly discussed issues that were fixed this year and the bill submitted to the Highway Department for the work completed in 2021.

Hagen presented the bid received from Dakota Improvement for the installation of a culvert in a section of the drain where the slope could be a safety issue. The quote is \$60,000 from Dakota Improvement, which includes the culvert and placement of the dirt. Hagen feels that the culvert should be installed because of safety issues.

After discussions, Walsh made a motion to go ahead with the project on Co Rd 3 at the cost of \$60,000 bid that had been received of approximately 1,000 +/- feet, contingent on the affected landowners will assist in the payment of 20% of the \$60,000 or \$12,000 given, and the reduction in the bill from Dakota Improvement for work done this spring. Roberts requested a second. With no second received, the motion died.

Discussion followed concerning what other options were out there. Discussion concerning where the cost of this project would come from, as it was not budgeted. Hagen stated that the Highway Department may be able to purchase the culvert at our cost and that Dakota Improvement would be just the cost of any additional dirt needed and the labor involved. Quandt stated he felt that he would

be able to get the landowners to agree to paying 20% of the total or \$12,000. Hokana stated he would reconsider the motion.

Walsh made a motion to go ahead with the project on Co Rd 3 at the cost of \$60,000 bid that had been received of approximately 1,000 +/- feet, contingent on the affected landowners assisting in the payment of 20% of the \$60,000 or \$12,000 given, and the reduction in the bill from Dakota Improvement for work done this spring by \$7,000. Hokana seconded. Roll call vote with Hokana yes; Walsh yes; Hamar yes; Simek yes; Roberts no. Motion carried. Quandt will let Sheppard know what the landowners said and she will forward to the Commission and Hagen.

Hagen received information concerning the repair of the railroad crossing at Merricourt. Our portion of the bill would be \$7,249, which is 10% of the total. Hokana made a motion to approve the repairs. Simek seconded. Motion carried.

Hagen updated the Commission on the 2021 crack seal machine he had located. It is used with 200 hours of use recorded on it. The cost is \$42,800 and was included in his budget for 2021. Simek made a motion to approve the purchase. Walsh seconded. Motion carried.

Hokana made a motion to adjourn at 12:45.

Commissioner Meeting April 20, 2021

Commissioner Marke Roberts called the meeting to order at 9:00. Present were John Hokana, 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
South Country Zone
Dickey County #3
5 County meeting

Hamar made a motion to approve the minutes from April 6th with corrections. Walsh seconded. Motion carried.

Weed Officer Terry Weis and Treasurer Wonada Lematta joined the meeting at 9:35. Clerk of Court Andi Schimke joined at 9:35 via electronic means.

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

Simek made a motion to approve the financial statement from March 2021. Hamar seconded. Motion carried.

Lematta presented the Treasurer's Pledge and Quarterly Report for first quarter, 2021. Hamar made a motion to approve and sign the report. Walsh seconded. Motion carried.

Schimke updated the Commission on the video entry system at the entrance to the Courthouse. Due to software updates that have not been received, the door has been open. Schimke and Deputy Clerk of Court Cresta Miller are working on testing the iPads that have been received to replace the original tablets. The decision was to continue to work with the system and for Schimke to keep the Commissioners informed on how the testing is going.

States Attorney Kim Radermacher joined the meeting at 9:56.

Walsh gave an update to the Commission on the Basement project. The ceiling tile has been upgraded for the rotunda and hallway, which was an increase of approximately \$600. Discussion followed concerning the south entrance steps of the courthouse and the need to repair them. Pictures of the steps have been taken and have been forwarded to Bradco Restoration requesting a quote to repair the steps. There is water entering the building as there is no caulking. Because of the water and the steps are a trip hazard, the steps will need to be repaired. Walsh stated that JDH Construction had

dug outside along the foundation to check the state of the foundation. The foundation outside is significantly better than what they found inside the building and was determined to be sound.

Family and Community Wellness/4-H Extension Agent Danielle Dinger joined the meeting at 10:20 via electronic means.

Hokana updated the Commission on the South Country Zone Board meeting that was held last week in Steele. Discussion at the meeting included the use of county vehicles at the county level for the employees or the purchase of vehicles by the Zone and the placement of those vehicles throughout the zone for employees to use. No determination has been made.

Sheppard stated Ransom County has asked if the 5-County Association wants to start meeting again. If so, it would be Dickey County's turn to host the next meeting. Sheppard will check with Harris Machine for a tour and supper at The Last Shot Bar and Grill to see if they are comfortable with having the meeting there. This was the original plan for the meeting in 2020 that Dickey County was supposed to host.

DES/911 Coordinator Charlie Russell and KLJ Engineer Bryan Tykwinski joined the meeting at 10:45. Highway Superintendent Jeff Hagen joined the meeting at 10:50.

The meeting went into recess at 10:50 and resumed at 11:00.

Hagen informed the Commission that the NDDOT has closed down the bridge on County Road 6 (3 miles east and one mile north of Monango), due to extensive scour. NDDOT is stating the county needs to do an underwater inspection. Tykwinski stated he felt the best route is to get a boat in the water and measure the footing depth and see if there is any piling. Discussion followed concerning the age of the bridge and how cost effective it is to fix the bridge. The more cost-effective repair may be to put culverts in, replacing the bridge. Tykwinski stated that we could get the bridge on the project list with the state for assistance with the repair, but that funding is two years out. Tykwinski offered to assist the highway department, walking them through the steps to inspect the bridge to get a better idea of what repair needs to be done. The bridge will be closed until further notice.

Hagen presented the blading/maintainer agreements for the townships for 2021. Simek made a motion to sign the agreements. Hokana seconded. Motion carried.

Hagen presented a utility permit from Dakota Valley Electric Coop to bore under Dickey County #3 at the SE1/4 of Section 19 and the NE1/4 of Township 131, Range 61. Simek made a motion to approve the permit. Hokana seconded. Motion carried.

Hagen updated the Commission on the work to be done on the drain east of Oakes on Dickey County #3. Dakota Improvement had said they are planning to start next week.

Russell discussed the flood mapping received from FEMA. Russell has requested a reexamination of one section included in the flood plain. The flood plain ordinance will have to be in place by 2023. Discussion followed concerning who would put the ordinance together and the possibility of working with LaMoure County, as they are in the same position as Dickey County. The flood plain was only mapped for the James River Basin.

Hokana made a motion to adjourn at 12:03.

Salaries

149,257.84 58342-58425

Cities, Township, Schools	Cities, Townships, Schools	196,896.94	108167 - 108201
Aramark	Rug service ss	158.72	108202
At&t Mobility	Scott and Dan County Cell Phone	52.76	108203

Central Business Systems INC.	Added Fax System to Copier	295.00	108204
Central Business Systems INC.	Contract Payment for Copier- SS Half	108.91	108205
Central Business Systems INC.	Disposal- Shred Bins	50.00	108206
Central Business Systems INC.	Quarterly Billing-Copier	273.75	108207
Cole Paper	Blue 20' wet Scrub Cleaner Pads	146.60	108208
Dakota Electronics	Mic, Kenwood Port	550.00	108209
Dinger Danielle	Mileage-Arts Contest	56.00	108210
Dr. Jay Phillippi	Psychological Assessment- New Hire	475.00	108211
Innovative Office Solutions LLC	Laser Checks	300.97	108212
Innovative Office Solutions LLC	Badge Holders, Staples	17.79	108213
Marquart Andrew	Court Appointed Attorney	333.00	108214
Montana Dakota Utilities	Park Utilities	97.50	108215
Quadient Leasing USA, INC.	Social Service Half of Postage	134.22	108216
Quadient Leasing USA, INC.	Postage	4,000.00	108217
Quadient Leasing USA, INC.	Postage lease payment	431.76	108218
Q&N Corporation	Labels, ink, service agreement, laptop, power apc, cat 6 cable, onsite work	11,016.69	108219
Presort Plus	Tax Statement Mail out and printing	1,172.43	108220
Steven Lust Automotive	Work Done on 2016 Tahoe	Voided	108221
True Value- Ellendale	Velcro, battery, tank lever, wet/dry vac, pvo pipe, Solv cement	396.54	108222
Us Imaging	Stage 3 of Doc Imaging	19,766.74	108223
Wasp Barcode Technologies	Resin ribbon, labels- Inventory System	182.05	108224
Aramark	Rug service	237.38	108225
Department of Transportation	Project BRC-1100(020) Project HEC-1100(021)	1,606.22	108226
Economy Oil Co	Fuel for Hwy, Gasoline for Hwy	20,385.28	108227
Fastenal Company	Shop Supplies	1,224.63	108228
Fullerton City Auditor	Hwy Utilities	20.00	108229
Southeast Water Users	Hwy Utilities	50.15	108230
Starion Financial	Hwy Truck Loan Payments- International Truck	43,345.26	108231
North Dakota Attorney General	24/7 Program	6,255.00	108232
RMK Operations LLC	Building Rent for Sheriff's Office	1,025.00	108233
Ohnstad Twichell PC	Professional Services-Bond	5,500.00	108234

Flaherty Don	JDA Meeting Mileage	19.04	108235
Glynn Allan	JDA Meeting Mileage	2.24	108236
Ranch House	Room Rent for JDA Meeting	25.00	108237
Schnell Gary	JDA Meeting Mileage	20.16	108238
Wagner Valerie	JDA Meeting Mileage	7.84	108239
Walsh Gerald	JDA Meeting Mileage	19.04	108240
Amazon Capital Service	Office Supplies	167.67	108241
Grace Lutheran Church	Building Rent	75.00	108242
Kiser Breana	Mileage- Winter show, Training	294.56	108243
Oakes City Auditor	Night Cooking Class- Building Rent	25.00	108244
Gemar Justin	Mileage to Joint Water Meeting	49.28	108245
Haak Norman	Mileage for Other Meetings	14.00	108246
Hansen Stephen	Mileage to Joint mtg, Jackson Pumps	39.20	108247
Dickey County Leader	February Legal Min, Tax Equalization meeting, Water Board Position	466.24	108248
Ellendale City Auditor	Courthouse, Park, Hwy, Weed board Building Utilities	591.30	108249
ND State Tax Commissioner	St w/h Taxes	3,800.86	108250
ND Public Employees Retirement	BCBS	47,210.88	108251
ND Public Employees Retirement	Life Ins	580.43	108252
ND Public Employees Retirement	BCBS-HD	7,141.40	108253
ND Public Employees Retirement	Life ins- hd	244.58	108254
Human Services	Monthly Expenses	4,657.12	108255
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Chads Electric Inc.	Progress Payment #1- Basement Project	45,221.00	108263
Mission Mechanical Inc	Payment on Basement Project	49,414.68	108264
JDH Construction INC	Basement Payment	121,766.4 0	108265
ND Public Employees Retirement	Def comp	975.00	108266
ND Public Employees Retirement	def comp hd	392.50	108267
Wex Health Inc	Cancer	50.00	108268
Wex Health Inc	Flex	803.33	108269
Community Volunteer EMS of LaMoure	Ambulance Collections, Telecommunications	156.80	108270

Kulm Ambulance Corps Inc. C/O Jennifer McDermid	Ambulance Collections, Telecommunications	588.01	108271
Edgeley Ambulance Service	Ambulance Collections, Telecommunications	313.61	108272
Oakes Volunteer Ambulance Service	Ambulance Collections, Telecommunications	1,372.03	108273
Ellendale City Auditor	Airport, Telecommunications, Ambulance Telecommunications	1,892.93	108274
Oakes City Auditor	Airport, telecommunications	403.31	108275
Garrison Diversion	Collections, Telecommunications	1,090.21	108276
James River Soil Conservation 975	Collections, telecommunications	1,556.49	108277
Ellendale Fire	Collections Ellendale, Telecommunications	1,723.88	108278
Oakes Fire	Collections Oakes	1,518.02	108279
Dickey County Senior Citizens	Tax Collections, Telecommunications	1,120.09	108280
Dickey County Historical	Tax Collections, Telecommunications	279.78	108281
State Treasurer	State Medical, Telecommunications, SIRN	5,235.21	108282
Dickey County Treasurer	Clerk of Court Fees	610.00	108283
Starion Financial	Purchase of CD	500,000.00	108284
Starion Financial	Purchase of CD	400,000.00	108285
Aramark	Rug service	202.83	108286
Bank of ND	CD RD 3 Loan Payment-p 83442 I- 3560.06	87,002.56	108287
Chads Electric Inc.	Replace Starter Switch	222.74	108288
Dakota Electronics	Mag Mount Setup, Hand Held Radio Battery, Clam Shell	251.90	108289
Dakota Plains Credit Union	Lodging- s Horner, office supplies, Gas Purchase	375.48	108290
Dickey County Hwy Dept	Fuel Fills	317.64	108291
Dickey County Hwy Dept	Fuel Fills	1,093.05	108292
Dickey Rural Networks	Phone Charges	395.28	108293
Farnams Genuine Parts	Power Cord, DEM Truck	694.44	108294
Information Technology Dept.	Azure AD Plan, active directory, net motion, hokana email, vpn	922.45	108295
Innovative Office Solutions LLC	Batteries, Pencils, Card index	51.03	108296
Olson Denise	Assessments, Equalization Meetings	184.80	108297
Michael Thorpe	Safety Glasses	114.95	108298
ND State Radio	Quarterly Lets Terminal Charge, Lets License Renewal	300.00	108299
Overpayment Refund	Overpayment on Taxes	241.73	108300

Q&N Corporation	Cyan, Yellow toner, Toughbook Screen Protectors	316.52	108301
Q&N Corporation	Monthly Service Agreement, Sony recorder, Microsoft office business	3,065.99	108302
Swift County Sheriff's Office	Paper Service	83.00	108303
The Village Family Service Center	EAP Contract- 3-16-2021 to 3-15-2022	1,500.00	108304
True Value- Ellendale	Single Side Key	4.47	108305
3D Specialties	Conspicuity red/white tape 50 yr roll	205.20	108306
Agtegra Cooperative	Fuel Fills at Fullerton	629.21	108307
American Legion- Ellendale	American Flag	29.95	108308
Aramark	Rug Service - Hwy	136.69	108309
Fastenal Company	Bolts, Bolts, Zinc Fender	836.63	108310
Fullerton City Auditor	Utilities	20.00	108311
Fullerton Farmers Elevator	Hydraulic Oil	42.00	108312
Maertens Welding and Machine Company	Blades	132.33	108313
Midwest Pump & Tank	Premium Petroleum Service Hydro Test	1,016.04	108314
ND Association of Counties	Drug Test for Pre-Employment	63.00	108315
Oakes Truck & Trailer	ABS Circuit, Trailer Brakes, Butler Slick Disc, Coil Air Line Hose, Credit on Account	666.72	108316
Ottertail Power Company	Utilities	72.09	108317
True North Steel	36' Culvert	444.96	108318
Waste Management	Utilities	60.02	108319
Pharmchem	Sweat Patch analysis, No Test	417.70	108320
Richland County Corrections	Prison Board 1 Person 2 Days	110.00	108321
Stutsman Correctional Center	Prisoner Board one person 2 days	150.00	108322
Dakota Plains Credit Union	Animal Science Training Reg, 4-H YD Academy Registration	120.00	108323
Leaf	Lease Payment on Copier	114.00	108324
Z's Fresh Market	Cooking Class Supplies	103.35	108325
Dickey Rural Networks	911 Trunk Rental	231.00	108326
ND Association of Counties	Wireless Charges 6% of Revenue	746.10	108327
Dakota Valley Electric Coop	Wilson Dam, West shop, Guelph Tower Utilities	279.00	108328
Dickey County Leader	March Legal Min, Gravel Bids, Water Board Position	263.35	108329
Dickey Rural Networks	Phone Charges	1,322.77	108330

Farmers Union Oil Co.	Propane, wire terminal, Propane ss building	2,257.84	108331
Farnams Genuine Parts	Batteries, Core Deposit, circuit Breaker, Wheel Bearing and Hub, Oil and air filters, wiper blades	1,313.59	108332
Mertz Const & Supply	Screws, Painting Pole, 12 Volt Remote power supply	311.97	108333
Montana Dakota Utilities	Courthouse, Hwy, Fullerton shop Utilities	3,361.31	108334
NDSU Extension Service	Salary D Dinger, Salary B Kiser	11,301.76	108335
Human Services	Monthly Expenses	4,367.19	108336
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			108342
ND Public Employees Retirement	Retirement	19,409.50	108343
ND Public Employees Retirement	Retirement	3,259.34	108344
ND Public Employees Retirement	def comp	1,062.50	108345
ND Public Employees Retirement	def comp hd	392.50	108346
Aflac	Cancer	2,939.68	108347
Delta Dental Plan of MN	Dental	2,350.45	108348
Ameritas Life Insurance Corp	Vision	483.12	108349
Wex Health Inc	Flex	803.33	108350
Starion Bond Services	Bond Payment	98,992.50	108351
Bank of ND	JDA Loan	30,166.91	108352
Albion Twp. Treasurer	Fema Money PW# 109	467.43	18075
Dickey County	Fema Admin Money Reimbursement	9,609.69	18076

Wanda Sheppard, Auditor

Marke Roberts, Chairman