

Commissioner Meeting September 7, 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. Also in attendance via electronic means were Deputy Auditor Stormy Bertsch, Clerk of Court Andi Schimke, and Administrative Assistant Shirlene Wagner.

Additions to the agenda

Cooling in States Attorney's office

Update on Mission Mechanical meeting

Discuss with Sheriff Pheasant Lake property pick up

Hamar made a motion to approve the August 17th minutes with corrections. Walsh seconded. Motion carried.

Hokana made a motion to approve the vouchers with the addition of \$1,060 to the Office of the Attorney General for the 24/7 program and \$26,500 payment to Growing Small Towns for a loan through Job Development Authority, and the removal of \$85 charge from NDSU and non-payment to the city of Ellendale until Hamar speaks with the city Auditor. Hamar seconded. Motion carried.

Sheriff Chris Estes joined the meeting at 9:24. Commission requested assistance with the removal of personal property stored on county park property at Pheasant Lake. As the letter stated that was sent to the residents at Pheasant Lake, the property was to be removed by September 1st. Estes will talk the residents and if the situation is not rectified, action will be taken to remove the items at the cost of the landowner.

County Agent Breana Kiser and Family and Community Wellness /4-H and Youth Development Agent Danielle Dinger joined the meeting at 9:34 to update the Commission on current activities in the county.

States Attorney Kim Radermacher joined the meeting at 9:45.

Walsh updated the Commission on the lower-level construction project. Currently the windows are being worked on and the tile is being placed. The tiles with the logo on them are here but have not been placed at this time. The next construction meeting is set for September 14th.

Walsh had approved two proposals from Dickey Rural Network for the access control system for the Sheriff's office in the amount of \$5,507.31 and the upgrade of the security cameras in the amount of \$6,817.37. These are a part of the lower-level project, but have been approved for funding through a Homeland Security grant. Hokana made a motion to approve the two proposals from Dickey Rural Network. Hamar seconded. Motion carried.

Discussion followed concerning the air conditioning unit from the west side of the building. The unit was working before the demolition of the basement and is no longer working. After the Zoom meeting August 31st, Mission Mechanical will be betting back to the Commissioners about the situation and how to fix the issue.

Sheppard presented a Document G701 for approval by the Commission, which is a consolidated list of change orders since the original bids from JDH Construction and from Mission Mechanical. The original change orders have been signed earlier. Simek made a motion to sign the documents. Walsh seconded. Motion carried.

Sheppard presented a special liquor transfer license for the Ludden Tavern for an event on September 4, 2021 at the Guelph Community Center. Sheppard stated the application was received late because of the application not received in the mail. Estes and the township have approved the application. Roberts had signed the permit in advance. Hokana made a motion to approve the application. Simek seconded. Motion carried.

Sheppard presented a special liquor transfer license for the Angry Beaver for an event on January 22, 2022 at the Guelph Community Center. Estes and the township have approved the application. Hamar made a motion to approve the application. Walsh seconded. Motion carried.

South Central Dakota Regional Council (SCDRC) representative Jennifer Schultes joined the meeting at 10:20. Schultes updated the Commission on the different programs that SCDRC offers. Discussion followed about the need to make the public aware of the different programs.

DES/911 Coordinator Charlie Russell, Highway Superintendent Jeff Hagen, KLJ Engineer Bryan Tykwinski, and Sargent County resident Brenda Schreiner joined the meeting at 10:45.

The meeting went into recess at 10:50 and returned at 11:02.

Walsh introduced Schreiner and updated the Commission on the conversation they had concerning a railroad crossing on the east side of Oakes on 111th Avenue. It is a blind intersection on a township road. Schreiner stated that there was a near miss at the intersection. Estes stated that the trees have been trimmed back to help with the blind intersection. Estes has spoken with the landowner and the railroad concerning the issue. James Valley Grain is looking into what can be done. An update will be given at the next Commissioner meeting.

Tykwinski updated the Commissioners on the Highway 1 grade raise project. The end date of the project is September 17th and they should be completed by then.

Tykwinski stated that Braun Intertech has completed their testing on County Road 8. It will take a couple of weeks before the results are received. Once that is received, KLJ can finalize the pavement design. Tykwinski stated that County Road 3 east of Oakes would be a good project to apply for, using the Special Road Fund. This project has been applied for using this fund, but has been denied but Tykwinski will submit the project again.

Walsh updated the Commission that a representative from TeamLab is willing to come to the next Commissioner meeting to make a presentation on their products. Sheppard will place it on the agenda for September 21st.

Hagen presented an agreement with Bear Creek for the maintenance of 85th Street from Highway 1 four miles east to the Sargent County line. The road is a township road, but the County had agreed to assist with the maintenance of the road as it led to the grain elevator in Crete. Discussion followed concerning the continuation or cancellation of the agreement, as there no longer is a grain elevator. Walsh made a motion to return the contract unsigned and to apply gravel and grading to the road to bring it into good status. Hokana seconded. Discussion followed that the gravel and blading of the four miles would be at a shared cost of the county and the township. Hagen will inspect the road to verify what needs to be done to bring the road to good status. Hagen will contact Bear Creek Township. Motion carried.

Hagen informed the Commission that the State Health Department came and completed an audit of the Highway Shop. The largest issue was the need for the sand/salt pile to be in a building. Health Department felt that the location of the pile was appropriate but it needed to be in a building. Discussion followed concerning a building for the pile, that may be able to be shared with the city of Ellendale.

Simek made a motion to advertise for up to 3 new motor graders with a bid opening for October 7th. Hokana seconded. Motion carried.

Estes informed the Commission of the difficulty of locating jail space. The County will need to expand its area to allow additional jail locations, as the current area is not large enough.

Sheppard informed the Commission that the 5-County meeting is set for September 16th at 5:00 pm.

Hokana made a motion to adjourn at 11:55.

Commission Meeting September 21, 2021

Commissioner Marke Roberts called the meeting to order at 9:35 am. 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

5 County meeting update

Pheasant Lake update

County bids

City of Ellendale

Hamar made a motion to approve the minutes from September 7th with changes. Simek seconded. Motion carried.

Hokana made a motion to approve the vouchers. Walsh seconded. Motion carried. Discussion followed concerning the use of vendors outside of Dickey County. Sheppard will send a reminder to all staff to make purchases through vendors in Dickey County, when possible. Sheppard will include a reminder that the county credit card should be used only for emergency purposes, per the County credit card policy. Discussion followed concerning accepting of bids for vendors outside of Dickey County. As stated in Century Code, Dickey County should accept the "lowest responsible bidder."

Hamar made a motion to approve the August 2021 financials. Simek seconded. Motion carried.

Walsh updated the Commission on the lower-level project. The tile in the rotunda area is completed, but is currently covered for protection. The completion date of Sept 30th should be achieved. Sheppard presented two form G701s for signature, which is a correction from earlier forms already filed. Simek made the motion to sign the G701 forms. Hokana seconded. Motion carried.

Sheppard presented three sealed bids received for the sale of the 2013 Ford Explorer with 146,461 miles. The three bids received were from Jamie Nelson for \$4,500, Bayridge Motors Inc for \$3,589, and Ringwood Motors for \$2,688. Hokana made a motion to accept the high bid from Jamie Nelson. Hamar seconded. Motion carried.

Hamar updated the Commission on the 5-County meeting held in Grand Rapids Thursday, September 16th. NDACo representatives Aaron Birst and Linda Svihovec presented to those in attendance guidelines from the Interim Ruling on the American Rescue Plan Act. 42 of the 53 counties have made their request for the funds, including Dickey County. Redistricting of Commissioner districts

and legislative studies that could affect counties were also discussed. Sargent County will take over as the new board for 2022. The next meeting will be in December.

TeamLab representatives Steve Nepl and Gary Syverson joined the meeting at 10:49. KJ engineer Bryan Tykwinski and Highway Superintendent Jeff Hagen joined at 10:52.

Hamar updated the Commission on the status of personal items stored on County Park property out at Pheasant Lake. A wood pile was removed by the Highway employees and will be charged to the landowner. A semi and trailer have been moved so that it is no longer on Park property.

Hamar updated the Commission on the bill received from the City of Ellendale due to the water leak on 3rd Avenue North, which affected the Highway Shop. The original bill was in the amount of \$12,180. Hamar attended the City Council meeting to discuss the invoice. The City Council agreed to only charge Dickey County for the installation costs, which were \$5,306. The city will pay the difference. Hamar thanked the city for being receptive to reconsidering the billing of the county.

Sheppard presented a temporary liquor license transfer request from The Last Shot in Oakes for October 9th at the Guelph Community Center. Sheriff Estes has been contacted by The Last Shot and has approved the security for the event. Sheppard has forwarded the paperwork to Hudson Township, but has not received the approval back. Hokana made a motion to approve the temporary liquor license to The Last Shot, pending on approval of the township. Simek seconded. Motion carried.

Nepl and Syverson presented information on their product, Base 1, which is a road-based stabilizer product. Detail was given on a project completed in McKenzie County. Commission asked for the locations where the product was used and names to contacts at those locations.

Tykwinski stated that the grade raise on County Road #1 has been completed. The signs should be taken down. Tykwinski stated that there should be cost savings on the project, as less borrow material was used to complete the project. Tykwinski stated that the bridge northeast of Monango slated for repairs in 2022 is a historical structure. Extra steps will need to be taken, because of this finding.

Tykwinski reminded the Commission of the NDACo conference on October 4th and 5th. Dickey County's meeting with the NDDOT is Tuesday, October 5th at 10:15 am. Walsh, Hagen, and Sheppard will be in attendance for that meeting.

Walsh made a motion to recess the meeting at 11:47, to return at 1:00 pm for the 2022 Budget hearing.

The Commission returned at 1:05 pm for the 2022 Budget hearing. All Commissioners were in attendance and no one from the public was in attendance.

Commission reviewed the budget as presented. Discussion followed concerning all the changes that were able to occur in 2021 and 2022 with no increase in the number of mills charged to each parcel. Examples would be the remodel of the lower level of the courthouse, new motor graders, a new computer server, new phone system, repair of County Road 8 and the bridge northeast of Monango, and a new truck for the highway department.

Hamar made a motion to approve the Dickey County budget for 2022 as presented. Simek seconded. Roll call vote with Hokana yes; Simek yes; Walsh yes; Hamar yes; Roberts yes. Motion carried.

Walsh made a motion to close the 2022 Budget hearing. Hamar seconded. Motion carried.

Hokana made a motion to adjourn 1:40.

Salaries

164,605.91 58823-58922

Cities, Townships, Schools	Cities, Townships, Schools	425,205.16	109117 - 109157
ND Public Employees Retirement	BCBS	48,318.90	109158
ND Public Employees Retirement	LIFE INS	580.71	109159
ND Public Employees Retirement	BCBS-HD	7,151.50	109160
ND Public Employees Retirement	LIFE INS HD	244.58	109161
Central Business Systems INC	Copier Rental- SS Half	91.95	109162
Chads Electric Inc.	Smoke Alarms- SS Building	512.44	109163
Chucks Body Shop LLC	Windshield Chip Repair on 2019 Ford Explorer	65.00	109164
Cole Paper	Wht Towels, Black Bags, Universal Multifold Towel Dispenser	286.11	109165

Comfort Suites- Bismarck	Room Stay-Charlie	259.20	109166
Dakota Electronics	Antenna & Bracket	70.00	109167
Dickey County Fair Board	Taxes Collected	2,910.00	109168
Dickey County Hwy Dept	Gasoline for law enforcement vehicle	1,262.22	109169
Dickey County Hwy Dept	Fuel for the Des Truck	222.66	109170
Dickey County Leader	Bids for Explorer ad, Budget ad	390.00	109171
Dickey County Leader	Paper Renewal- Auditor Office	38.00	109172
Flaherty Don	Mileage and Meals for NDAAO Conf	238.56	109173
Johnson Controls Fire Protection LP	Alarm and Detection	3,101.06	109174
Lematta Wonada	Mileage to Cash Out Mature CD	33.60	109175
LexisNexis Matthew Bender	ND CRT Rules ANNO 8/21 SUPP	160.31	109176
Mindful Health Counseling & Wellness	Witness Fees- Angela Metz	1,500.00	109177
Mindful Health Counseling & Wellness	Witness Fee- Anna Weisbeck	1,500.00	109178
Olson Denise	Mileage to Conference, Assessments	230.86	109179
Overpayment Refund	Overpayment of Taxes	5.16	109180
Ramada Bismarck Hotel	Room Stay- Denise Olson- 1 night, Don Flaherty- 3 Nights	345.60	109181
Steven Lust Automotive	Oil Change on Tahoe	64.74	109182
Swift County Sheriff's Office	Witness Fee	83.00	109183
True Value- Ellendale	Brush, Battery, hardware, clamp, bulb, paper towel, pack tape, chain, coupling, toilet seat	471.49	109184
Aramark	Rug Service	136.44	109185
BG Glass LLC	New Windshield in Sterling Truck, New Windshield in Freightliner	625.00	109186
KLJ Engineering LLC	Professional Services	356.90	109187
Matheson Tri-Gas INC.	Oxygen IND, Fuel Surcharge, Hazardous Mater	35.57	109188
Pomp's Tire Service INC	Tires- Hwy Department	2,410.28	109189
Sign Solutions	Signs	109.12	109190
Southeast Water Users	Hwy Utilities	45.42	109191
True North Steel	Culverts	36,240.16	109192
True Value- Ellendale	Premix Fuel, Handheld Gas blower, Toilet Paper	292.80	109193
North Dakota Attorney General	24/7 Program	1,060.00	109194
Michael J Burns Architects LTD	Review Tile Pattern Layout and Logo, Tile Patter Conversation with troy	127.50	109195
Amazon Capital Service	Office Supplies, Leather Tools, Polo, SHRDR	123.00	109196
Kiser Breana	Mileage Judging, Water Quality Test, Tree MTG	357.84	109197
Midcontinent	E-Coli, Coliform, Nitrogen Water Tests West	50.00	109198
True Value- Ellendale	Velcro, Plastic Pails	32.32	109199
Gemar Justin	Mileage to Removal of Beaver Dam	5.60	109200
Hansen Stephen	Mileage to Water Education- Oakes	11.20	109201
Dickey Rural Networks	911 Trunk Rental	231.00	109202
ND Association of Counties	Wireless 911-6%	461.67	10903
ND State Radio	Quarterly Billing-911	13,353.48	109204
AT&T Mobility	PIO, Courthouse, Road, Weed Board, 911 Phone bill	732.99	109205
Dickey Rural Networks	Phone Bill, SS Phone Bill	1,733.36	109206
Ellendale City Auditor	Courthouse, Sprinkler, Park, Hwy, Weed Board Building Utilities	618.66	109207
Montana Dakota Utilities	Courthouse, Park, Hwy Dept	2,117.58	109208
Office of State Auditor	Audit FEE	13,450.00	109209
Q & N Corporation	Battery, state drive, Microsoft surface, USB, surface dock, brother drum	1,349.81	109210

Quadient Leasing USA, INC	Postage	4,000.00	109211
Top Notch Repair	Porta Potty Uses	37.50	109212
Human Services	Monthly Expenses	12,688.41	109213 - 109227
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	50.47	109228
Kulm Ambulance Corps INC. c/o Jennifer McDermind	Ambulance Collections, SAD	189.26	109229
Edgeley Ambulance Service	Ambulance Collections, SAD	100.94	109230
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	441.60	109231
Ellendale City Auditor	Airport, SAD- Airport, Ambulance, SAD-Ambulance	638.02	109232
Oakes City	Airport, SAD	158.57	109233
Garrison Diversion	Collections, SAD	478.66	109234
James River Soil Conservation 975	Collections, SAD	378.85	109235
Ellendale Fire #2	Collections, SAD	336.93	109236
Oakes Fire	Collections, SAD	280.01	109237
Dickey County Senior Citizens	Collections, SAD	359.61	109238
Dickey County Historical	Collections, SAD	89.85	109239
State Treasurer	State Medical, Sirn	2,617.30	109240
Dickey County Treasurer	Clerk of Court Fees	665.00	109241
ND Public Employees Retirement	DEF COMP	1,012.50	109242
ND Public Employees Retirement	DEF COMP HD	417.50	109243
Wex Health INC	Flex	1,040.83	109244
SD Division of Child Support	Garnish	450.00	109245
Minnesota Child Support Payment Center	Garnish	228.00	109246
Wex Health INC	Cancer	50.00	109247
Mission Mechanical INC.	Basement Project Payment	2,782.54	109248
JDH Construction INC.	Payment on Basement Project	15,068.90	109249
Growing Small Towns	JDA loan	26,500.00	109250
Human Services	Monthly Expenses	13,873.57	109251 - 109261
Aramark	Rug Service	69.09	109262
Central Business Systems INC	Quarterly Billing, Meter Charge	312.10	109263
Dakota Plains Credit Union	Gasoline for law enforcement vehicle	76.27	109264
Dakota Plains Credit Union	Chair Mat Projector- QTY 10	355.10	109265
Dickey County Leader	Bids for Explorer ad, Abandoned Vehicle, Tax Equalization Job	175.50	109266
Dinger Danielle	Mileage	118.72	109267
Farnams Genuine Parts	Door Unlocking System	94.07	109268
Information Technology Dept	Holly Exchange email, Net motion Vpn client, user fee, Azure AD Plan 2	925.05	109269
Mertz Const & Supply	Sealing Bid	47.45	109270
Midwest Radar & Equipment	ACI Stalker, Decatur Genesis	160.00	109271
Overpayment Refund	Overpayment of Taxes	58.24	109272

Overpayment Refund	Overpayment of Taxes	32.57	109273
Overpayment Refund	Overpayment of Taxes	6.11	109274
Q & N Corporation	Ink for Printer- Sheriff office	864.95	109275
Q & N Corporation	Monthly Agreement, Drop box pro-States Attorney	2,129.00	109276
Quadient Leasing USA INC.	Postage- ss	38.70	109277
Stutsman County Auditor	Court Appointed Attorney	114.00	109278
Witness	Witness Fee	247.04	109279
Witness	Witness Fee	235.56	109280
Radermacher Law Firm PC	Sheriff's Execution	24,215.61	109281
Agtegra Oakes	Fuel Purchases- Fullerton	979.98	109282
Aramark	Rug Service	136.44	109283
Bear Creek Gravel Inc	Gravel Hauling	1,612.96	109284
Dakota Improvement	Work on 14A- Co Portion of FEMA Money.	4,019.50	109285
Dakota Plains Credit Union	Diesel for hwy Dept.	230.67	109286
Farnams Genuine Parts	Air, fuel Filters, Grease, Power Outlet	742.45	109287
Farmers Union Oil Co	Fuel Oil, Hose for Diesel Pump, Parts, Tires Tubes, Propane for West Shop	1,768.94	109288
Fullerton City Auditor	Fullerton Shop Utilities	20.00	109289
John Deere Financial	Disk Brake Calipers Assy, cable, Segment, Charge for Usage of Grader	4,995.36	109290
Matheson Tri-Gas INC.	Shop Supplies	35.57	109291
Oakes Truck and Trailer	Hex cap, Screw, worked on Ac, Fuel Cap, Air Leak, Alignment	2,417.79	109292
Ottertail Power Company	Oakes Garage Utilities	71.46	109293
Praska Hardware Hank	Battery	16.99	109294
Sign Solutions	Signs	731.65	109295
Waste Management	Waste Pickup	64.60	109296
Cole Paper	Multifold Towel Dispenser	68.05	109297
RMK Operations LLC	Building Rent- Sept, Oct	1,000.00	109298
Dakota Plains Credit Union	Gasoline, Parking, Room Stay	500.56	109299
Dickey County Hwy Dept	Fuel for the VSO Van	47.61	109300
Dathe Gary	Room Stay, Gas and Pay for Overnight Stay	341.21	109301
Gail Dathe	Drove VSO Van	275.25	109302
Amazon Capital Service	Shredder	145.99	109303
Dakota Plains Credit Union	Kraft Paper Product Market Bags	80.56	109304
Leaf	Copier Rental	114.00	109305
Dickey County Hwy Dept	Gasoline for Weed Board	1,012.03	109306
Dickey County Leader	Advertising	90.00	109307
Fullerton Farmers Elevator	Repairs	13.84	109308
True Value- Ellendale	Bathroom Cleaner and Toilet Paper	17.27	109309
ND Association of Counties	6% Wireless 911	451.98	109310
Q & N Corporation	Replacement of Monitor	269.00	109311
Dakota Valley Electric Coop	Wilson Dam, Hwy Dept, Guelph Tower Utilities	225.00	109312
Ellendale City Auditor	Repair of Water Leak	3,979.50	109313
Montana Dakota Utilities	Courthouse, Hwy Dept, Fullerton, Weed Board Utilities	1,887.32	109314
Dakota Helicopters	Aerial Spraying Drain #1	642.60	109315
Gemar Justin	Joint Water Board Meeting Mileage	53.76	109316

Hansen Stephen	Drain 11 Meeting, Water Applications MLG	44.80	109317
Moore Engineering INC	Engineering Consultant, General, Tile Applications	1,035.00	109318
Ohnstad Twichell PC	Legal Fees	5,136.10	109319
Starion Bond Services	Interest Due, Fees and Expenses for Registration	5,278.34	109320
ND Public Employees Retirement	Retirement	19,895.13	109321
ND Public Employees Retirement	Retirement	3,989.82	109322
ND Public Employees Retirement	Def Comp	1,112.50	109323
ND Public Employees Retirement	Def Comp Hd	417.50	109324
Aflac	Cancer	2,822.36	109325
Delta Dental Plan of MN	Dental	2,522.07	109326
Ameritas Life Insurance Corp.	Vision	514.36	109327
Wex Health INC	Flex	1,040.83	109328
SD Division of Child Support	Garnish	450.00	109329
Minnesota Child Support Payment Center	Garnish	228.00	109330
ND State Tax Commissioner	ST W/H Taxes	4,584.16	109331
Kent Township Treasurer	FEMA Money pw # 134	4,556.73	18080
Dakota Improvement	FEMA Portion on 14A	43,240.90	18081

Marke Roberts, Chairman

Wanda Sheppard, Auditor