

**Commissioner Meeting
January 5, 2021**

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

Additions to the Agenda

Tax statement mailing issues

5 County meeting

The minutes for the December 15, 17, 22 and 29th meetings were reviewed. A correction was made on the minutes from December 15th on a roll call concerning an application for property tax exemption, which showed a unanimous vote of yes, which is corrected to state a no vote from Roberts. Hokana made a motion to approve the four sets of minutes with that change and corrections. Simek seconded. Motion carried. Discussion followed concerning the need to explain corrections made to the minutes.

Clerk of Court Andi Schimke joined the meeting via electronic means at 9:20. Sheriff Chris Estes joined the meeting at 9:25.

Seeing there was no old business, Hokana made a motion to adjourn the meeting at 9:25. Walsh seconded. Motion carried.

Sheppard called the meeting back to order at 9:25.

Sheppard asked for nominations for Chairman for the year 2021. Simek made a motion to nominate Marke Roberts. Hamar seconded. Motion carried.

Roberts asked for nominations for Vice Chairman. Hamar made a motion to nominate John Hokana. Simek seconded. Motion carried.

Discussion followed concerning portfolio appointments for 2021. Discussion followed concerning adding another Commissioner to the Highway portfolio, as it is a large portion of the tax dollars collected each year. Portfolio will need to remember to inform Sheppard in cases where open meeting laws may be applicable so that a notice can be posted of a meeting. Roberts made a motion to appoint Walsh, Hokana, and Simek to the highway portfolio, Hamar and Roberts to the Courthouse portfolio, and Hokana on the Health District and Human Services portfolio. Hamar seconded. Motion carried.

Commission reviewed the list of Board members for the different county boards. A position on the Park Board which is county wide and a position for the Weed Board, preferable on the eastern side of the county, will be advertised in the Times Leader.

Simek made a motion to pay the vouchers, to include the addition of a bill to the Post Office for box rental in the amount of \$76.00 for the States Attorney's office. Walsh seconded. Motion carried.

Commission discussed with Estes about the need for space in the courthouse during the basement project. Commission stated Estes could use the Commissioner room and that they will meet in a different room during the time of the project.

Colliers International representative Mike Manstrom joined the meeting at 10:28.

Treasurer Wonada Lematta joined the meeting at 10:29 to update the Commissioners on the mailing of tax statements. Lematta stated she had received numerous calls concerning residents not receiving their tax statements, or only receiving a portion of their tax statement. PreSort Plus had been hired to fold and mail the statements for 2020, as had been done also in 2019. The County has had an increase in cost to resend out tax statements and will be requesting a discount from PreSort Plus. The County has not had a problem with them in the past but do not plan on using them another year.

KLJ Engineer Bryan Tykwinski and Highway Superintendent Jeff Hagen joined the meeting at 10:43.

Manstrom discussed with the Commission on the financing of the basement project. Total cost of using a bond issuance through Colliers versus using a mixture of the USDA funding, along with a bond issue through Colliers was discussed. The Colliers bond issue is at a lower interest rate, but has a fee associated with the bond issue. The fee would have to be paid with either source of funding.

Manstrom stated the Commission should sign a reimbursement resolution that states that the County would be reimbursing themselves for expenses that occur before the bonds are issued. The County will not be able to do that if the resolution is not signed. Hokana made a motion to sign the resolution. Simek seconded. Motion carried. Walsh made a motion to choose Colliers International for the financing of the basement project. Hamar seconded. Roll call vote with Hamar yes; Walsh yes; Hokana yes; Simek yes; Roberts yes. Motion carried.

Walsh made a motion to put the bond payback amortization schedule at 10 years, which lowers the interest rate charged, and should not increase the amount of mills currently charged to the tax payers. Hamar seconded. Discussion concerning the length of time on the amortization schedule. Roll call vote with Hamar yes; Walsh yes; Hokana yes; Simek yes; Roberts yes. Motion carried.

Residents Linda Roney and Phil Roney joined the meeting at 11:35. The Commission took a short recess and returned at 11:36.

Sheppard presented the Quit Claim Deeds for the six parcels sold or transferred during the tax sale in November. Hamar motioned to sign the deeds. Simek seconded. Motion carried.

A petition had been delivered to the Auditor's office from concerned citizens about County Road #3 east of Oakes leading to the cemetery. The petition is requesting the paving of the road, stating that it is in dire need of a vast improvement. The petition, which is on file at the Auditor's office, reads:

We need the Commissioners support to help pave the County Road to the Cemetery. It is in dire need of a vast improvement! It's truly a disgrace when there is a funeral procession and the road is unsafe with potholes. We've lived in this town our whole lives and it is disgusting to see our main roads

become impassable and cannot believe our commissioners would let one of Oakes' main roads remain in this condition and continue to deteriorate!

Linda Roney read a letter she had written to the Commission concerning the status of the road and the reasons they feel it should be fixed. Phil Roney stated that the road is not getting better. Hamar presented a video he had taken of driving down the road so that all Commissioners could see the state of the road. Commission stated that they realize the state of the road but the funds are limited and they have a lot of other roads that need to be fixed. Discussion followed concerning the money the County has put into the road in the past in the amount of approximately \$90,000 in pothole repairs and resealing, and also spent \$240,000 on the road further east this spring and summer when the road was under water. The cost would be a minimum of approximately \$400,000 for that 1.30 miles of road. Tykwinski stated that he could try to apply for funds from the state of North Dakota to assist in fixing the road. Funding has been turned down in the past, but stated they could submit another application. Roberts stated he appreciated the work they had put into the petition, and they know that the road needs to be fixed, but have no funds at this time to repave the road. Linda Roney stated that they are asking the Commission to do their best they can. No action was taken at this time.

Hagen discussed with the Commission on updating the Bobcat that the highway department uses. The program had been cancelled but now has been picked up by Bobcat of Gwinner. The County can trade their current Bobcat they have used for three years and pay \$6,332.72 for a new Bobcat. The new Bobcat is bigger, but no attachments will have to be purchased. The current Bobcat has 260 hours on it and new Bobcats cost approximately \$70,000. Walsh made a motion to replace the old Bobcat with the new Bobcat. Simek seconded. Motion carried.

Hamar updated the 5-County meeting that was held at the end of December. Discussions concerning Prairie Dog funding, rural septic systems rules, and the inability of Water Boards to charge applicants the full cost required on tile applications were on the agenda at the meeting.

Hamar made a motion have Roberts sign the eligibility application to add Jerry Walsh on the list of people able to purchase items for the county at North Dakota State Surplus Property. Simek seconded. Motion carried.

Hokana made a motion to adjourn at 1:00.

Commissioner Meeting January 19, 2021

Commissioner Marke Roberts called the meeting to order at 9:02. Present were Jerry Walsh, Joel Hamar, Dean Simek, John Hokana, and Chairman Marke Roberts. Resident Cindy Bagley was also in attendance. The media was not present. The Pledge of Allegiance was recited.

Additions to the agenda

Governor mask mandate

Drain County #3 east of Oakes drain

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

Hamar made a motion to approve the vouchers, to include a purchase of a CD at Choice Financial for the Dickey County Water Board. Simek seconded. Motion carried.

Simek made a motion to approve the financials for December 2020. Hokana seconded. Motion carried.

Sheppard presented information to the Commission concerning Covid 19 legislation that expired on December 31, 2020. At this time, it is up to Dickey County if employees will be given paid time off for Covid 19 quarantine issues. In 2020, the federal legislation required the county to offer Covid 19 time lost, using their guidelines. Walsh made a motion to require employees to use their own sick time or vacation time, if they are required to be in quarantine. Due to the lack of a second, the motion failed. A decision was made to wait to see what occurs at the federal level after the inauguration of the new President Joe Biden.

Discussion followed concerning the cancellation of the mask mandate, by Governor Burgum effective yesterday. Health District Administrator Roxanne Holm joined the meeting via electronic means to update the Commission. Holm stated that their office will continue to require mask wearing when they come in for an appointment. The mask mandate sign has been taken down at the courthouse.

County Agent Breana Kiser, Family and Community Wellness/4-H Extension Agent Danielle Dinger, and Sheriff Chris Estes joined the meeting at 9:40.

Kiser and Dinger updated the Commission on the activities of the 4-H groups, the community activities, and the extension office.

States Attorney Kim Radermacher joined the meeting at 10:00.

Hamar made a motion to open the bid hearing for the outbuilding at Moore's Lake. Simek seconded. Motion carried.

Sheppard has received one bid from Christopher Bauer of Ellendale in the amount of \$130. As there were no other bids, Walsh made a motion to accept the bid in the amount of \$130.00. Hokana seconded. Motion carried.

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

Hokana made a motion to sign the yearly maintenance contract with Software Innovations and the rental service agreement with Aramark. Hamar seconded. Motion carried.

Discussion followed concerning the pasture land not sold during the county land sale in November. Hokana will research the land and the topic can be discussed at the next meeting. Sheppard presented to the Commission the easement from US Fish and Wildlife on the property.

The use of county land for haying purposes was also discussed. A list of county property was given to Hamar by Tax Director Don Flaherty. Discussion followed concerning putting the use of the land to be bid and contracted with Dickey County. Hamar will research and it can be discussed at the next Commissioner meeting.

Treasurer Wonada Lematta joined the meeting at 10:30 and presented her Treasurer's report for the fourth quarter of 2020. Hokana made a motion to approve the report. Simek seconded. Motion carried.

Highway Superintendent Jeff Hagen and KLJ engineer Bryan Tykwinski joined the meeting at 10:48.

The meeting recessed at 11:10 and returned at 11:15.

Sheppard presented the budget amendments for 2020. Hamar made a motion to accept the following budget amendments. Simek seconded. Motion carried.

2020 BUDGET AMENDMENTS					
FUND #	FUND NAME	EXPENSE AMT OVER BUDGET	REASON	BUDGET AMENDED TO READ	REVENUE AMT. OVER BUDGET
2200	Social Services	\$ 879.36	Final transfer to Zone lead county	\$ 879.36	\$ -
2300	Health District	\$ 152,378.06	Covid expenses	\$ 622,467.06	\$ 239,849.13
2902	24/7	\$ 8,447.62	Increase in judge orders	\$ 15,447.62	\$ 7,071.00
2910	Emergency Fund	\$ 150,311.27	Emergency drain east of Oakes not planned	\$ 244,311.27	\$ 4,900.20
2998	FEMA	\$ 505,527.57	Unknown costs of FEMA	\$ 505,527.57	\$ 506,573.87
	TOTALS	\$ 817,543.88		\$ 1,388,632.88	\$ 758,394.20

Sheppard updated the Commission on the Human Services office in Oakes, that is now handled by Oakes Enhancement. Hokana stated that he felt the office should be made available for the staff there and the cost would be considered part of the indirect costs. OEI is requesting an increase in the rent from \$50.00 per month to \$100 per month. Hokana made a motion to approve the increase in rent. Walsh seconded. Motion carried.

Tykwinski updated the Commission on the County Road #1 grade raise project for 2021. The spring bid opening should be accomplished, based on where the paperwork is in the process at this time.

DES/911 Coordinator Charlie Russell joined the meeting at 11:37.

Discussion followed concerning the drain on Dickey County Road 3, east of Oakes. Commission had received several calls concerning the ditches on the drain.

Sheppard presented the Notice of Awards for the basement project to the three contractors that need to be signed to continue working on the basement project, based on USDA requirements. Walsh made a motion to sign the notice of award to the 3 contractors, JDH Construction in the amount of \$552,000, Mission Mechanical in the amount of \$308,521, and Chad's Electric in the amount of \$104,245. Hamar seconded. Motion carried.

Discussion followed concerning a question on liability for the resident inspector that is required by the USDA for the basement project. The resident inspector, Justin Meidinger, and USDA representative Ranetta Starr will be at the walk through this afternoon and clarification on this position will be verified with Meidinger and Starr.

Hokana made a motion to adjourn at 11:55.

There was a walk-through of the basement project at 2:00. Those in attendance were Commissioners Dean Simek, Joel Hamar, and Jerry Walsh, Sheriff Chris Estes, Administrative Assistant Colleen Rithmiller, Auditor Wanda Sheppard, Environmental Services Scott Peterson, Michael J Burns architect Kerry Peuser, Chad's Electric representative Chad Durham, USDA representatives Ranetta Starr and Isaac Yturralde, and resident Cindy Bagley. Dickey County Leader editor Ken Smith was also in attendance. No action was taken during the walk-through.

**Commissioner Meeting
January 28, 2021**

A conference call via electronic means was initiated by Michael J Burns architect Kerry Peuser for the Preconstruction Conference on the Courthouse basement project at 11:00. In attendance were

Commissioners Jerry Walsh and Joel Hamar, Auditor Wanda Sheppard, Environmental Services staff Scott Peterson and Dan Blondo, Chad's Electric representative Chad Durham, Dickey County Leader editor Ken Smith, and resident Cindy Bagley. Also in attendance via electronic means were Commissioner Marke Roberts, Michael J Burns architect Kerry Peuser, Dickey County States Attorney Kim Radermacher, USDA representatives Ranetta Starr and Isaac Yturalde, JDH Construction representatives Jack Hollinsworth and Renee Jarvis, Mission Mechanical representative Bob Smith, and resident inspector Justin Meidinger.

A review of the project was completed. Requirement of the contractors were discussed and requirements of Sheppard for Dickey County. No action was taken during the meeting.

The meeting adjourned at 12:15 pm.

Salaries

148,297.77 58087-58169

Dickey County	Indirect Assessment YTM Drain Project	1,789.91	107592
Emmons County Auditor	Our Portion of Insurance for SS	1,245.87	107593
NACO	2021 NACO Membership	450.00	107594
ND Association of Counties	2021 County Dues	7,772.00	107595
ND County Commissioners Assoc.	NDCCA Dues 2021	1,650.00	107596
Overpayment of Refund	Refund on Overpayment of Taxes	2,124.57	107597
Overpayment of Refund	Refund on Overpayment of Taxes	9.02	107598
Postmaster	Box Rental for States Attorney	voided	107599
Quadient Leasing USA, INC.	Lease Payment on Postage Machine	431.76	107600
Secure Software Solutions	Pat License Renewal for 2021	2,500.00	107601
John Deere Financial	JD Grdr payments	61,939.97	107602
South Central Dakota Regional Council	2021 DC Support for Regional Council	10,693.00	107603
Dickey Rural Networks	Dickey 911 Trunks	231.00	107604
ND Association of Counties	Workers Comp	27,423.18	107605
Human Services	Monthly Expenses	990.02	107606-107610
Cities, Townships, Schools	Cities, Townships, School	1,347,901.45	107611-107659
ND Public Employees Retirement	BCBS	47,210.88	107660
ND Public Employees Retirement	Life Ins	554.63	107661
ND Public Employees Retirement	BCBS- HD	7,141.40	107662
ND Public Employees Retirement	Life Ins- hd	244.58	107663
ND Public Employees Retirement	DEF COMP	900.00	107664
ND Public Employees Retirement	Def comp hd	392.50	107665
Discovery Benefits	FLEX	803.33	107666
Community Volunteer EMS of LaMoure	Ambulance Collections	1546.07	107667
Kulm Ambulance Corps INC. c/o Jennifer McDermid	Ambulance Collections	5,797.73	107668
Edgeley Ambulance Service	Ambulance Collections	3,092.13	107669
Oakes Volunteer Ambulance Service	Ambulance Collections	13,528.06	107670
Ellendale City	Airport, Ambulance	19,742.65	107671
Oakes City	Airport	5,055.05	107672
Garrison Diversion	Collections	11,056.96	107673
James River Soil Conservation 975	Collections	17,480.08	107674
Ellendale Fire	Collections	18,502.56	107675

Oakes Fire	Collections	18,398.63	107676
Dickey Sargent Joint Water Resource District	Special Assessments, Bond Special Assessments. Bond Special Assessments	50,785.77	107677
Dickey County Senior Citizens	Tax Collections	11,043.48	107678
Dickey County Historical	Tax Collections	2,760.07	107679
State Treasurer	State Medical, Clerk of Court Fees, Siren	12,754.31	107680
Dickey County Treasurer	Clerk of Court Fees	500.00	107681
Discovery Benefits	Cancer	50.00	107682
A&B Business INC	Balance of Service contract cancelled	61.38	107683
Aramark	Rug service for courthouse	212.41	107684
Aramark	Rug Service for Social Services	164.49	107685
CHI Oakes Hospital	Drug Screen	50.00	107686
Dakota Electronics	Antenna, Cable, Conn, Barrel, Mag Mat	175.20	107687
Dakota Plains Credit Union	Bas for Cars	178.18	107688
Dakota Plains Credit Union	Safety Shirts	1,944.35	107689
Dept Of Corrections and Rehab	Probation Fees of Transfer	150.00	107690
Dickey County Leader	Legal Minutes	2,041.16	107691
Hexagon Safety & Infrastructure	Service Contract for Mobile in Sheriff Cars	1,415.04	107692
Information Technology Dept	holly h- exchange email, azure plan, vpn and mfa, county vpn and active directory	900.70	107693
Napa Farnams Genuine Parts INC	Front Plug Heater	30.99	107694
ND Clerks Association	ND Clerk Association Dues	100.00	107695
ND County Auditors Association	2021 Annual Dues for NDACO	100.00	107696
ND Sheriff's & Deputies Association	2021 Annual Dues- NDSDA	400.00	107697
ND State Radio	Lets Fee	120.00	107698
Olson Denise	Mileage Assessments	113.85	107699
Overpayment of Refund	Overpayment of Taxes	4,057.16	107700-107701
Overpayment of Refund	Overpayment of Taxes	4,498.00	107702-107712
Software Innovations	2021 Software Support and License Renewal	9,500.00	107713
Starion Insurance Agency	Renewal Policy NDIRF	55,951.00	107714
Stutsman County Auditor	Court Appointed Attorney	199.50	107715
Stutsman County Auditor	Court Appointed Attorney	152.00	107716
US Records Midwest LLC	Dickey County Leaders 2021	160.39	107717
Agtegra Cooperative	Fuel for Hwy	135.93	107718
Aramark	Rug Services- HWY DEPT.	237.38	107719
Chads Electric INC.	Worked on Outside lights at Main Shop	1,567.01	107720
Department of Transportation	4 Mi W of ND 1 at Oakes	8.31	107721
Economy Oil Co.	Red Fuel Hwy Department	985.37	107722
Fastenal Company	shop supplies	13.72	107723
Fullerton City Auditor	Utilities	20.00	107724
Montana Dakota Utilities	Fullerton Shop Utilities	320.15	107725
National Association of County Engineers	Memberships Renewal	275.00	107726
ND Association of Counties	Drug Test- J Filbert	7.00	107727
Oakes Truck & Trailer	Work Done on 2008 Kenworth w900	3,174.72	107728
Ottertail Power Company	Oakes Garage Utilities	62.57	107729
Waste Management	Waste Pickup	58.36	107730
Pharchem	Sweat Pad Analysis Dec 2020	256.95	107731
Legend Technical Services INC	Abatement Specifications, CAD Drawings, Bid	2,850.00	107732
RMK Operations LLC	Rental for Sheriff's Office	500.00	107733

Stutsman Correctional Center	Prison Board December 2020	770.00	107734
Dakota Plains Credit Union	Gasoline for the VSO Van	23.00	107735
Dickey County Hwy Dept	Gasoline for the VOS Van	201.60	107736
Amazon Capital Service	Card game, Gauze roll, Pipe Cleaners, Tape	269.85	107737
Central Business Systems INC	Printing	225.28	107738
Leaf	Contract Payment of Copier	114.00	107739
NDSU	Banner stand, 4-H banner, Table Runner	610.00	107740
Postmaster	Post office box rental- coag	voided	107741
True Value	Plas tray set, Pic Strips	120.95	107742
Viking Print shop	Competitive Horse Judging Booklet	60.24	107743
Z's Fresh Market	Ziplock bags, Frzr Bags, Pasta, Crmt Rings	24.50	107744
Sargent County Water User Resource Board	Sherry Hosford Pay- DCWRB Share Cost	588.46	107745
Starion Financial	Transfer of CD from Banknorth to Starion	100,000.00	107746
ND Association of Counties	6% Wireless	292.92	107747
Onsolve	code Red Standard	1,968.75	107748
Dakota Valley Electric Coop	Wilson Dam, Hwy, Guelph tower utilities	264.00	107749
Dakota Plains Credit Union	Pressure Gauge, SRM Annual Membership, Large box Delivery, kit supplies	325.28	107750
Dickey Rural Networks	Phone Bill	2,047.35	107751
Farmers Union Oil Co	Hi Count LED, Propane-ss, Propane-Hwy, Hydraulic Fitting, Wire/Closed End Conn	2,832.05	107752
Fire Safety First LLC	Annual Maintenance and Certification	312.40	107753
Montana Dakota Utilities	Indirect ss, courthouse, Weed Board- utilities	3,857.82	107754
NDSU Extension Service- AG Budget	NDSU Wage- D Dinger, B- Kiser	11,301.76	107755
Q & N Corporation	ink, monthly service, backup software, wireless mouse, nitrp pdf pro, phone system	2,707.70	107756
Human Services	Monthly Expenses	1,082.85	107757-107760
ND Township Officers Association	Township Dues	3,625.00	107761
Dickey County Twp. Officers Association	Township Dues	435.00	107762
ND Public Employees Retirement	Retirement	19,839.12	107763
ND Public Employees Retirement	Retirement	3,003.82	107764
ND Public Employees Retirement	Def Comp	1,000.00	107765
ND Public Employees Retirement	Def Comp Hd	392.50	107766
Aflac	Cancer	2,791.23	107767
Delta Dental Plan of MN	Dental	2,350.55	107768
Ameritas Life Insurance Corp	Vision	468.96	107769
Discovery Benefits	FLEX	803.33	107770

Marke Roberts, Chairman

Wanda Sheppard, Auditor