

**Commissioner Meeting
July 5, 2023**

Commissioner John Hokana called the meeting to order at 10:19 am. Also present were Jerry Walsh, Kacey Holm, Brandon Carlson, and Marke Roberts. Auditor Sheppard was also present. The media was not present. The Pledge of Allegiance was recited.

Additions to the agenda

County Fair

County Road 14A

Roberts made a motion to approve the vouchers, as presented. Holm seconded. Roll call was unanimous. Motion carried.

Holm made a motion to approve the draft of the June 20th meeting, with corrections. Walsh seconded. Motion carried.

Holm updated the Commission on the County Fair, that will be held this weekend, July 6th through July 9th. Holm would like to spread the word to get attendance at the Fair. The turnout for the rodeo contestants is significantly larger than last year.

Western Area Power Association (WAPA) representatives Levi Olson and David Noel joined the meeting via electronic means at 10:30. Discussion followed concerning the placement of the peninsulas along County Road 3 and the removal of the temporary poles currently on the south side of the road. The peninsulas will be put in place by the end of 2023. However, the construction will not be completed until 2024, so the poles along the road will have to stay where they are until construction is done.

Wildlife Refuge Specialist Krista Lundgren joined the meeting via electronic means at 10:30. DES/911 Coordinator Charlie Russell, Highway Superintendent Hagen, Water Board member John Quandt, residents Tracy Domine and Brian Vculek joined the meeting at 10:35.

Sheppard requested information on disposal of the old material from the steps at door one that are being replaced. A decision was made to sell them as a whole. Sheppard will have staff post the item on-line.

Recorder Kelly Schmidt joined the meeting at 10:30 concerning the contract for the iDoc Alert discussed earlier. Carlson made a motion to sign the contract. Roberts seconded. Roll call was unanimous. Motion carried.

Quandt updated the Commission on the plans completed on the proposed drain on County Road 14A to open the road for local use. US Fish and Wildlife easement and other easements have been reviewed with Lundgren. There are some concerns, and both parties are working to resolve those issues. There are some downstream landowners that have some concerns, as well. There have been discussions with the Dickey County Water Board, current landowners, as well as Ottertail Power Company about assisting with the cost of the drain system. Quandt will put together the drain application that will be discussed at the next Water Board meeting, July 19th. Carlson stated he will attend the meeting.

Russell stated that Lundgren has been good to work with, as the communication has been on both sides. Lundgren stated that in their view point there is no issue on one of the plans. There is one plan that there are some concerns, which is currently being worked through.

Sheppard stated that due to the cost of the project. ND Century Code will require that the job be bid. Discussion included decreasing the size of the pipe to save funds. Vculek stated that his opinion is to build for the future, not limiting it from the beginning.

Carlson made a motion to have Quandt submit the application for the next Water Resource board meeting. Roberts seconded. Roll call was unanimous. Motion carried. Hagen and Quandt will work on getting an advertisement in the paper.

The meeting went into recess at 12:10 and returned at 12:15.

Sheriff Chris Estes joined the meeting at 12:15.

Roberts discussed County Road 3, east of Oakes, and the complaints he is receiving. Commission discussed the road could be an excellent road for the county highway employees to start using the new Asphalt Zipper that will be received soon. Gravel will need to be hauled there to assist with the work done. Sheppard will check on the delivery date for the machine.

Estes updated the Commission on the possible placement of a building on the lot owned by the county northwest of the Courthouse. The lot is not large enough to fit the size building the Sheriff's office needs for an impound/evidence storage building. A variance of 5 feet would have to be approved in order to use that lot. Discussion included asking for the variance for city approval. Estes stated a 30'x60' building would be the minimum size needed.

Roberts motioned to adjourn the meeting at 12:50 pm.

**Commissioner Meeting
July 18, 2023**

Commissioner John Hokana called the meeting to order at 10:15 am. Also present were Jerry Walsh, Kacey Holm, Brandon Carlson, and Marke Roberts. Auditor Sheppard was also present. The media was not present. The Pledge of Allegiance was recited.

Additions to the agenda

JDA meeting

County Fair

Walsh reported that the JDA board had their quarterly meeting last night. There were three people who presented requesting funds to assist with their businesses. There was an eye doctor from Jamestown opening an eye clinic in Ellendale, a different eye doctor that is purchasing Dr. Rath's practice in Oakes and Ellendale, and Meidinger True Value located in Ellendale. A \$20,000 loan and \$15,000 grant were granted to Meidinger True Value. More information was requested from the one eye doctor, while the other one has been tabled until 2024 when more JDA funds are available.

Holm made a motion to approve the minutes from the July 5th meeting with corrections. Roberts seconded. Motion carried.

Holm made a motion to approve the vouchers as presented with the addition of \$405.47 for travel expenses for Treasurer Lematta and \$13,711.62 for the purchase of a lawn mower for County Park. Walsh seconded. Roll call vote was unanimous. Motion carried.

Roberts made a motion to approve the financials from June 2023. Holm seconded. Roll call was unanimous. Motion carried.

Holm updated the Commission on the County Fair which was held July 6th through the July 9th. Holm stated that had a great turnout and stated it was very successful. He had heard lots of positive comments.

States Attorney Kim Radermacher, EDF representatives Adam Batiste and Nick Keadeny, and residents Ken and Joyce Ballard joined the meeting at 10:43.

Sheppard presented a liquor license transfer application for Pheasant Lanes, to be used in August for a wedding in Kentner Township. Carlson made a motion to approve the application. Holm seconded. Motion carried.

Batiste updated the Commission on the new wind tower farm that EDF is currently working on to be built in German, Northwest, Hamburg, Potsdam, and Whitestone Townships. The project size is yet to be determined, but Batiste stated that the interaction with landowners has been positive. Batiste stated there will be more public meetings to come, as they continue to work through the process. The start of the project is several years in the future. Batiste stated that if the Commission has any questions, that they should contact him.

Sheppard stated a delegate needed to be selected to represent Dickey County at the NDACO conference in October. Walsh stated he would attend the conference, with Holm as an alternate.

Water Resource Board President Steve Hansen, Highway Superintendent Jeff Hagen, and DES/911 Coordinator Charlie Russell joined the meeting at 10:30.

Hansen spoke with the Commission about the possible drain project for County Road 14A. The application was been submitted to the Water Board for their meeting on July 19th. Hansen stated there may be some landowners at the Water Board meeting on July 19th to express concerns and/or opinions of the drain. Hansen also stated that he has some concerns with land in LaMoure County. An operating agreement may need to be put together between Dickey and LaMoure Counties. Walsh made a motion to have the Dickey County Water Resource Board pursue a formation of a joint water board with LaMoure County due to the possible drain project on County Road 14A in Dickey County. Carlson seconded. Roll call was unanimous. Motion carried.

Discussion followed concerning installation of a few Texas crossings that have been requested with this project. The cost for those would be approximately \$5,000 for the pipe plus installation for each crossing. Hansen stated that the Water Resource Board could help fund the project, by \$100,000,

Hagen requested approval to continue graveling, even though the gravel hauling budget has been depleted. There are still roads that need gravel, so Hagen will continue to have gravel hauled.

Resident Joyce Ballard discussed with the Commission issues they are experiencing with gravel trucks on Dickey County #1, and their speed. Ballard also stated there have been situations where flagging was not sufficient for the situation. Discussion included issues with the trucks not moving over when meeting traffic, causing one to almost drive in the ditch. Ballard also stated she has experienced inappropriate comments on the phone, when staff are not aware the individual is still on the phone.

Russell discussed with the Commission on the mandate for flood ordinances, by the county and all townships. This is required for flood insurance and could affect people not getting mortgages because of no permitting for flood in areas of the county.

The meeting went into recess from 12:20 to 1:20 for lunch.

Commission discussed Issues to be concerned with during the budget process. Discussion was the need to try to control our spending. Inequities on the salary schedule were also discussed. A change in hourly rates for non-CDL drivers for the highway department will need to be reviewed as well.

States Attorney Kim Radermacher joined the meeting at 1:35 to review her budget.

Environmental Services staff Scott Peterson and Dan Blondo joined the meeting at 2:00 to discuss their budget. Sheppard presented the quote to repair the elevator, which will need to be completed. Also, the outside globes will need to be replaced. Walsh discussed the use of the old mower from Pheasant Lake at another county location.

Salary changes for 2024 were discussed. Sheppard stated that the cost-of-living average has been reviewed using the April Department of Labor report, as has been done in the past which is 4.9%. That rate has decreased since that time.

Walsh suggested implementing a bonus for long term employees that are off the county salary schedule.

Risk Manager Cresta Miller joined the meeting at 2:15 and Treasurer Wonada Lematta joined at 2:47 pm. County Agent Breana Kiser joined the meeting at 2:55.

Miller presented the budget for Risk Management.

Lematta presented the budget for the Treasurer's office.

Kiser presented the budgets for 4-H Achievement, Family and Community Wellness, and County Agent. Kiser stated they are requesting reimbursement for personal cell phone use, but the Commission were not in favor. Kiser also requested the administrative position be returned to a full-time position.

Sheppard presented the following budgets for the Commission's review.

County ambulances	Garrison Diversion
Senior Citizen	State Medical
County Historical	Basement Project Bond
County Airport	FEMA
James River Soil Conservation	

Holm presented the budget for the County Fair. Discussion followed concerning capital expenditures included on the budget.

The meeting adjourned at 4:15.

Commissioner Budget Meeting July 19, 2023

Commissioner John Hokana called the meeting to order at 9:10 am. Also present were Jerry Walsh, Kacey Holm, Brandon Carlson, and Marke Roberts. Auditor Sheppard was also present. Dickey County Water Board President Steve Hansen and Water Board Secretary Judy Hansen were also in attendance. The media was not present. The Pledge of Allegiance was recited.

Hansen reviewed the 2024 budgets for the Water Resource Board, Oakes Pilot Drain, Dickey County Drain #1, Yorktown Maple Drain Bond Payment, and the Yorktown Maple Drain maintenance fund. The Water Board budget was adjusted to include a share of the cost of the County Road 14A drain project.

Sheriff Chris Estes joined the meeting at 10:00. Estes reviewed the 2024 budgets for the Sheriff's Office, Truck Regulatory, 24/7 Program, and Capital Projects. The Truck Regulatory budget will be combined with the Sheriff's office budget. Discussion included changing benefits for the Sheriff's office in retirement and possibly health insurance. Capital Projects projected for 2023 was lowered in the area of Prisoner board, based on the usage year to date.

Highway Superintendent Jeff Hagen, Weed Officer Terry Weis, Weed Board member Mark Bobbe, and Weed Board Secretary Amy Sand joined the meeting at 10:30.

Weis presented the 2024 Weed Board budget. The increase in the cost of chemical was discussed. Weis thanked the Commission for their willingness to purchase the equipment needed to perform the job of spraying.

Hagen presented the 2024 Road and Bridge budget. Equipment needs were reviewed. Road projects were discussed, as well.

The meeting went into recess at 12:30 and returned at 1:50.

DES/911 Coordinator Charlie Russell presented the DES, the 911, County Hazard, and Homeland Security budgets. Discussion followed concerning the \$2.00 fee charged on all phone lines does not cover the cost of the expenses.

Recorder Kelly Schmidt joined the meeting at 2:30 to present the 2024 Recorder and the Document Preservation budgets.

Clerk of Court Andi Schimke joined the meeting at 2:50 and presented the 2024 Clerk of Court and Grant budgets. Discussion included the grant Schimke plans to apply for with Court Administration.

The following budgets were also reviewed.

Commissioner
Auditor

The meeting was adjourned at 4:05 pm.

**Commissioner Budget Meeting
July 20, 2023**

Commissioner John Hokana called the meeting to order at 9:10 am. Also present were Jerry Walsh, Kacey Holm, Brandon Carlson, and Marke Roberts. Auditor Sheppard and Tax Director Don Flaherty were also present. The media was not present. The Pledge of Allegiance was recited.

Flaherty presented the 2024 Tax Equalization and the Detailed Soils budgets. Discussion included the possible addition of GIS mapping that would assist with the detailed soils for assessment purposes. Flaherty stated the GIS mapping could also be used by other departments.

The following budgets were reviewed by the Commission:

- Auditor
- Election
- Non-departmental
- County Maintenance
- County Coroner
- Technology

Veterans Service Officer Gary Dathe joined the meeting at 11:40 to review the 2024 VSO budget. Interviews will be set up for the afternoon of August 15th for the replacement of Dathe.

Information Technology consultant Jamie Nelson joined the meeting at 11:45 to discuss all technology expenses for 2024. Microsoft will no longer support the current version of Windows on the county computers starting in 2025, causing some computers to be updated earlier than usually recommended.

The meeting went into recess at 12:35 and returned at 1:35.

The following budgets were reviewed:

- Health Officer
- Social Services
- Yorktown Maple Improvement
- State Funded Road Project
- Prairie Dog Fund
- Horizons
- Civil Asset Forfeiture Fund
- Special Assessments
- Emergency Fund
- Job Development Fund
- LATCF Fund
- Federal Funds
- County Park

The County Park 2024 budget was discussed. A decision was made to cut costs related to County Park.

Sheppard will work on several options discussed with salaries for 2024. A variation for CDL licensing will be reviewed.

The meeting adjourned at 4:30 pm.

Salaries		182409.34	60911-61002
Cities, Townships, Schools	Cities, Townships, Schools	43,884.21	114033-114079
Cole Paper	Air Fresheners, Trash liners, Scrub pads	626.26	114080
Dickey County Leader	Veterans service officer ad, legal May 16 min	384.52	114081
Grotberg Electric Inc	50% Down Payment- new ac unit in IT room	2,011.00	114082
Innovative Office Solutions LLC	Envelopes, note pad, post it	159.16	114083
Jarman's Water Systems	3 Months' rent water softener	195.00	114084
Kiser Breana	Flowers for front of courthouse	30.00	114085
Michael Thorpe	Safety Lenses	75.00	114086
Montana Dakota Utilities	Park Utilities	86.29	114087
Q&N Corporation	Monthly Service agreement, Black Tonee, Fujitsu main. Contract, Black ink	3,208.79	114088
Quill Corp	Black Ink Cart- SS Building	44.93	114089
BG Glass LLC	Installed Glass on Backhoe	150.00	114090
Dallmann Service CO	Painted Lines- CO RD-8,3,3,2- RR Crossings	20,005.37	114091
Dakota Improvement	Excavator Clean Ditch, Bid Job install Culvert- w of Fullerton, Clean Ditch by Fullerton	10,105.00	114092
Economy Oil Co	Red Fuel- Oakes Shop	2,809.93	114093
Ellendale City Auditor	Clay	120.00	114094
Matheson Tri-Gas Inc	Lease Acety cyl, Lease- HP CYL	1,255.70	114095

Southeast Water Users	West shop utilities	51.70	114096
Valley Officeworks	Daily Time Report Books	202.94	114097
KLJ Engineering LLC	DC Hwy 8 Overlay- Task 5 Construction	96,614.03	114098
RJ Zavoral & Sons INC	Various Patching	89,838.00	114099
Gemar Justin	Mileage	13.10	114100
Hansen Stephen	Mileage	65.50	114101
John Quandt	Mileage	13.10	114102
Dickey County Hwy	Mileage, Gas for DES and vso Vehicle	1,047.93	114103
Tyler Technologies	Service Contract, Education Tech/ Imaging Records	1,472.26	114104
Monthly Expenses	Human Services	2,215.83	114105-114115
Community Volunteer EMS of LaMoure	Ambulance SAD	61.63	114116
Kulm Ambulance Corps Inc. c/o Jennifer McDermid	Ambulance SAD	100.09	114117
Edgeley Ambulance Service	Ambulance SAD	50.54	114118
Oakes Volunteer Ambulance Service	Ambulance SAD	504.45	114119
Ellendale City Auditor	Airport, Airport- SAD, Ambulance, Ambulance- SAD	703.10	114120
Oakes City	Airport, SAD	175.00	114121
Garrison Diversion	Collections, SAD	491.88	114122
James River Soil Conservation 975	Collections, SAD	363.25	114123
Ellendale Fire	Collections, SAD	213.37	114124
Oakes Fire	Collections, SAD	115.54	114125
Dickey County Senior Citizens	Collections, SAD	353.62	114126
Dickey County Historical	Collections, SAD	88.45	114127
Kedish House	Grant Money	352.08	114128
State Treasurer	State Medical, Clerk of Court fees, SORN	2,673.86	114129
Dickey County Treasure	Clerk of Court Fees	990.00	114130
ND Public Employees Retirement	BCBS	48,947.16	114131
ND Public Employees Retirement	LIFE INS	507.22	114132
ND Public Employees Retirement	BCBS- HD	8,223.10	114133
ND Public Employees Retirement	DENTAL	486.36	114134
ND Public Employees Retirement	LIFE INS HD	91.16	114135
ND Public Employees Retirement	DEF COMP	1,494.00	114136
ND Public Employees Retirement	DEF COMP HD	520.00	114137
Wex Health	Flex	1,031.57	114138
ND Public Employees Retirement	HSA	107.65	114139
Wex Health	Cancer	50.00	114140
Human Services	Monthly Expenses	7,789.41	114141-114150
Aberdeen Chrysler Center	Had Key Made for Van	15.00	114151
Amazon Capital Service	Office Supplies	145.40	114152

Aramark	Rug Services-SS Building	127.95	114153
Aramark	Rug Service	129.07	114154
Avid Hawk LLC	Domain Renewal	20.00	114155
Creative Product Source, Inc.	5pt. Star Shaped Sticker, Fentanyl Info Panels	691.52	114156
Dakota Plains Credit Union	Gasoline for Law Enforcement Vehicle	117.34	114157
Deere & Company	Park Board New Lawn Mower	13,711.62	114158
Dickey County Hiway Dept	Gasoline for Law Enforcement Vehicle	1,202.81	114159
Dickey County Leader	Legal June 6th Min	309.60	114160
Dickey County Leader	VSO Service Office Ad	56.00	114161
Danielle Dinger	Mileage For DC Fair	81.22	114162
Erich's Excavating LLC	Replace Pressure Switch at Pheasant Lake	165.00	114163
Hoven, Perry	Coroner Calls, Mileage & Meals, Disaster Puch, Plastic Coverings	1,839.06	114164
Information Technology Dept (ITD)	States Attorney tech fee, election tech fee, courthouse tech fee, sheriff office tech fee	1,339.40	114165
Innovative Office Solutions LLC	Laser Checks	400.00	114166
Lematta, Wonada	Travel to Convention	405.47	114167
Mertz Const & Supply-Ellendale	Green Tape, Flagging Tape	17.96	114168
Napa	Windshield Washer	29.94	114169
ND State Radio	ND State Radio	120.00	114170
NDAAO	Registration for Don & Nicole	420.00	114171
Oakes Enhancement	Oakes Office Rent	600.00	114172
Q & N Corporation	Manage Engine Endpoint Central Cloud, Dropbox Plus	1,930.00	114173
Schmidt, Kelly	Meals Recorder Convention, SE Quad Mgt	77.04	114174
True Value	Crack Filler, Concrete Mix, Trash Can Aud office, Yard Spray, Saw Blades, Pruning Blade, Bow Rake, Med Emery, Shop Vac Filter, Soft-soap, Paper Towel, Bowl Brush, Duster refill, Aero Backwoods	248.60	114175
True Value	Lith Battery	12.49	114176
Z's Fresh Market	Office Supplies	105.28	114177
Acquisign LLC	Annual Maintenance Fee	500.00	114178
Agtegra-Oakes	Gasoline for Hwy Dept	1,294.39	114179
Aramark	Rug Service	180.10	114180
Economy Oil Co	Red Fuel- Oakes Shop	1,774.58	114181
Farmers Union Oil Co	Propane Shop, Propane DC Office, Propane Shop, Fieldmaster Fuel, Filled Gas in 09 Chevy, oil blue, Blue Grease, Butt Conn Blue Heat Shrink Conn	4,584.35	114182
Fullerton City Auditor	Fullerton Shop Utilities	20.00	114183
Fullerton Farmers Elevator	Tire Repair on Blade	42.99	114184
John Deere Financial	Filters, Hydra XR Bulk, Filter, Hydraulic Filter, Parts, Thermostat, Seal, O-Ring, Compressor, Window Pane	9,487.74	114185
Maertens Welding & Machine Company	Disc Bearing, Washers, C Spring-Blade Parts	493.81	114186
Montana Dakota Utilities	Fullerton Shop Utilities	103.71	114187
Napa Central	Grease, Synow20, Air Filter	261.18	114188
North Dakota One Call	Locate Call	14.30	114189

Oakes Truck & Trailer	Replace Laking Valve at Air Tank, Repair Ties on Kenworth	375.82	114190
Ottertail Power Company - Fergus Falls	Oakes Garage Utilities	68.42	114191
Safety Kleen Systems, Inc	Parts Washer	275.80	114192
True Value	Toilet Paper, Cat Food, Elec Water Heater	601.98	114193
Waste Management	Waste Pickup	74.92	114194
Bear Creek Gravel, LLC	Loading Gravel	8,461.60	114195
Dakota Improvement	Hauled Gravel	3,549.38	114196
Retzlaff -R- Trucking, LLC	Gravel Hauling	67,923.93	114197
Office of Attorney General - 1250	24/7 Program	455.00	114198
Pharmchem	Sweat Patch Analysis	63.90	114199
Stutsman Correctional Center	Held 4 Inmates	3,075.00	114200
281 Repair LLC	Oil Change, Change Air Filter-Ford Explorer	123.20	114201
Postmaster-Ellendale	Box Renewal	94.00	114202
Bradco Restoration Inc.	Partial Billing for Steps-Waiting for Stone	36,816.00	114203
Amazon Capital Service	Office Supplies	46.65	114204
Central Business Systems, Inc.	Printing Cost	226.52	114205
Miller's Fresh Foods	Programs	48.40	114206
NACAA	Programs/Education Reg	575.00	114207
North Dakota State University	Office Supplies	165.25	114208
True Value	Side Key, Key Tag, Key Cap	17.44	114209
Dickey County Hwy Dept	Gasoline For Weed Board	721.50	114210
Dickey County Leader	Printing and Publishing	93.60	114211
Farmers Union Oil Co	Parts for Weed Board	55.04	114212
Fullerton Farmers Elevator	Chemicals	1,332.50	114213
True Value	Towels, Facial Tissues, Motor Oil, Tempo	81.96	114214
Dickey Rural Networks	Dickey 911 Trunks	231.00	114215
ND Association of Counties	6% Wireless	444.25	114216
Amazon Capital Service	Office Supplies, Office Equipment	335.93	114217
Dakota Plains Credit Union	Conference Reg, Soil Test, Plant Sample Postage, New Editor for Business Page	639.49	114218
Dakota Valley Electric Coop	Wilson Dam Utilities, West Shop Utilities, Guelph Tower Utilities	245.00	114219
Dickey Rural Networks	Phone Bill	2,206.44	114220
Ellendale City Auditor	Utilities Courthouse, Sprinkler Utilities, Park Utilities, Hwy Utilities, Weed Board Building Utilities	1,396.79	114221
Ohnstad Twichell PC	Legal Fees	2,936.13	114222
ND Public Employees Retirement	BCBS Correction	0.01	114223
ND Public Employees Retirement	Retirement	21,491.37	114224
ND Public Employees Retirement	Retirement	3,090.77	114225
ND Public Employees Retirement	Def Comp	1,494.00	114226
ND Public Employees Retirement	Def Comp HD	520.00	114227

ND Public Employees Retirement	Retirement	73.62	114228
Wex Health	Flex	1,031.57	114229
ND Public Employees Retirement	HSA	107.65	114230
Aflac	Cancer	2,924.65	114231
Delta Dental Plan of MN	Dental	2,467.86	114232
Ameritas Life Insurance Corp.	Vision	457.12	114233
ND Child Support Division	Garnish	200.00	114234

John Hokana, Chairman

Wanda Sheppard, Auditor