

**Commissioner Meeting  
September 5, 2023**

Commissioner John Hokana called the meeting to order at 9:00 am. Also present were Jerry Walsh, 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

Dickey County #3 east of Oakes update

Oakes School board

Request for speed limit sign on CR 3 west of Monango after CR 4

Drain on Co Rd 14A status

Roberts made a motion to approve the draft of the minutes from August 15 with corrections. Carlson seconded. Motion carried.

Sheppard requested the addition of a payment to Divide Township for FEMA projects completed. Sheppard stated the dollar amount is being verified so she doesn't have a specific number. Walsh made a motion to approve the vouchers, including the amount to Divide Township not exceeding \$35,000. Roberts seconded. Roll call was unanimous. Motion carried.

Residents Justin and Melissa Lyke joined the meeting at 9:25.

Discussion followed concerning setting the salary for the new Veterans Service Officer. Roberts made a motion to start the candidate, Jean Haakenson, at a step 1 on the pay scale, due to no experience in the position. Walsh seconded. Roll call was unanimous. Motion carried.

States Attorney Kim Radermacher joined the meeting at 9:30.

Carlson stated that Oakes Public School would like to come to talk with the Commission about a ballot measure for the next election to increase taxes to make improvements at the school. Sheppard will put it on the agenda and will contact the school with the timing on the agenda.

County Agent Breana Kiser joined the meeting at 9:40 to give the quarterly update. Kiser requested that the Commission make a motion to pass a resolution recognizing 4-H week October 1 through 7<sup>th</sup>. Kiser will bring a copy for the Commission to review.

Sheriff Chris Estes joined the meeting at 9:50. Clerk of Court Andi Schimke and Recorder Kelly Schmidt joined the meeting at 10:00.

Schmidt displayed an old map that has been sitting in the Recorder's vault for some time. Resident Larry Schumacker, who is on the Historical Society Board, requested the county allow the museum to display the map. After some discussion, Carlson made a motion to loan the map to the Dickey County Historical Society with the understanding it would revert back to the county if it was no longer needed or if the county requests its return. Roberts seconded. Roll call was unanimous. Motion carried.

Discussion followed concerning the county land that is located in Elm Township by Pheasant Lake. Sheppard presented to the Commission two e-mails with approximate costs to survey the land for the purpose of reselling the property. Discussion followed concerning platting the property into lots no smaller than one acre or surveying into two or three larger parcels. Commission agreed that they would like to keep the beach, handicap dock, and boat dock areas. Discussion followed concerning the area where ice fishing residents get on the lake in the winter. Based on the size of the areas, the Commission feel that there could be approximately 12 to 15 lots. Walsh made a motion to get a cost estimate for platting the land into lots no less than one acre. Roberts seconded. Roll call was unanimous. Motion carried.

The meeting went into recess and readjoined at 10:50. Highway Superintendent Jeff Hagen, DES/911 Coordinator Charlie Russell, KLJ Engineer Bryan Tykwinski, and residents Marty Visto and Haley Moen joined the meeting.

Visto and Moen discussed their request to replace the bridge that leads to the winery, which is located off of 86<sup>th</sup> Street north of the golf course in Oakes. Discussion followed concerning the value-added infrastructure grant currently offered by the ND Department of Agriculture. In discussions with the State, there are differing opinions on the intent of the legislators on who would qualify for this grant. Moen discussed with the Commission on the advantages of the winery for Dickey County and the city of Oakes. The culverts that replaced the old bridge are not able to handle the water flow for approximate two to three months during the spring. Hagen and Tykwinski will go look at the site after the meeting. The value-added grant would need to be applied for through the county or the township, whomever is considered the applicant. Walsh also stated that Visto and Moen should contact South Central Dakota Regional Council, to see if they are aware of any funds for such projects as this.

Tykwinski updated the Commission on the flexible spending grant coming from the ND Department of Transportation. There has been no information on the qualifications for the program or how projects will be scored.

Commission discussed with Tykwinski the options for repair of the bridge south of Fullerton. There were two options given, of which option one seemed more substantial and seemed to be the best

option. Walsh made a motion to accept option 1 given by Interstate Engineering. Roberts seconded. Roll call was unanimous. Motion carried. Sheppard will inform Interstate Engineering of the decision.

Hagen stated that the drain project for Dickey County 14A will start, once the corn is chopped which should start possibly this week.

Hagen stated that the highway staff had started to use the Asphalt Zipper on County Road #3 east of Oakes. As it is still a learning process, they have completed approximately one-half mile of the road. Hagen has rented a packer from Dakota Improvement and the blade person goes over the road with the maintainer when they are finished for the day. Walsh stated that the Asphalt Zipper representative had offered to be at the location when it was being used the first time and suggested Hagen call him

Carlson stated he had been contacted by a resident west of Monango, concerning posting slower speed limit signs on that road, as they felt it was a safety issue. Estes stated they will study the traffic on that road.

Sheppard presented the proclamation concerning 4-H week that Kiser had discussed with the Commission earlier. Walsh made a motion to proclaim October 1st-7<sup>th</sup> as 4-H week in Dickey County. Carlson seconded. Motion carried. The resolution is on file at the Auditor's office.

Sheppard presented a Joint Powers Agreement for Purchasing, Resolution of Acknowledgement with North Dakota Association of Counties (NDACo) for the Commissioners to consider. NDACo is proposing this agreement with all counties in North Dakota, which will give NDACo the authority to work with all telecommunication vendors doing business in the state on behalf of the County in the collection of the 911 fees collected by the firms. If signed, the County will allow the central collection of 911 fees by NDACo to be distributed back to the counties pursuant to their individual fee rate minus the previously agreed amount to support the implementation of Next Generation 9-1-1 and state-imposed fees associated with the statewide interoperable radio network. The Auditor's office currently collects those fees and redistributes them. Carlson made a motion to sign the agreement. Roberts seconded. Roll call was unanimous. Motion carried.

The meeting adjourned at 12:55.

## **Commissioner Meeting September 19, 2023**

Commissioner John Hokana called the meeting to order at 9:00 am. Also present were Jerry Walsh, 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

Highway Foreman position

Region 5 Commissioner Association meeting

Status on County Road 3 east of Oakes

Status of County Road 14A

Carlson made a motion to approve the minutes from September 5<sup>th</sup> with corrections. Roberts seconded. Motion carried. Sheppard informed the Commission that the check approved to be cut to Divide Township was in the amount of \$27,775.11.

Walsh made a motion to approve the vouchers submitted, with the addition of two bills to Dakota Plains Credit Union in the amount of \$593.72. Carlson seconded. Roll call was unanimous. Motion carried.

Roberts made a motion to approve the financials from August, 2023. Carlson seconded. Roll call was unanimous. Motion carried.

States Attorney Kim Radermacher joined the meeting at 9:30.

Outgoing Veterans Service Officer Gary Dathe and incoming Veterans Service Officer Jean Haakenson joined the meeting at 9:33. Dathe stated that the hours for the office will be changing to half day on Monday in Ellendale and a full day on Wednesday in Ellendale. Tuesday hours in Oakes will not change. After a discussion concerning training for Haakenson, Walsh made a motion to pay Dathe through the end of September to allow training time for Haakenson. Carlson seconded. Roll call was unanimous. Motion carried.

Walsh reported on the regional meeting of county commissioners before the NDACo conference in October. Walsh reported on the resolutions that will be voted on during the conference by the whole association.

Oakes Public School Superintendent Anna Sell, Vice President Monica Heimbuch, and Business Manager Shannon Jepson joined the meeting at 10:00. A handout was given, showing the facts concerning work needing to be done at the school. The building is 100 years old. Grant possibilities were discussed, which Sheppard will forward any information she has. The School Board and Administration are working to get true information out and asking for feedback from the public. Hokana thanked the group for coming to update the Commission.

Tax Director Don Flaherty joined the meeting at 10:25.

Roberts made a motion to open the abatement hearing. Carlson seconded. Motion carried.

The first abatement for 2023 was for parcel #03741000, which was a clerical error including the same house on two parcels of land. Walsh made a motion to approve the abatement. Roberts seconded. Roll call was unanimous with Carlson abstaining from voting. Motion carried.

There were three abatements for late homestead credit filings. Roberts made a motion to approve the abatement. Carlson seconded. Roll call was unanimous. Motion carried.

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

DES/911 Coordinator Charlie Russell and Treasurer Wonada Lematta joined the meeting at 10:36. Highway Superintendent Jeff Hagen and Clerk of Court Andi Schimke joined the meeting at 10:40.

Sheppard presented the proposed request for quote for platting work on county land in Elm Township in the NW1/4 of Section 11 and the S1/2NE1/4 of Section 10. Flaherty clarified for the Commission that the lots would be assessed as commercial as long as the lot is empty, unless the land across from the lot is already owned by the same person. Russell stated some concerns with snow accumulation in portions of the area in discussion. Russell also stated that the flood plain will need to be reviewed for that area. Discussion followed concerning the likelihood the Commission will sell the land, as Walsh has received a call from a resident that was not in favor of the land being sold. Carlson stated at this point, the Commission is only looking at the possible cost of platting the land. No money will be spent at this time. Roberts made a motion to proceed with the request for quote, as amended, with platting of sections B, C, and D on the map in lots no smaller than 1 acre. Carlson seconded. Roll call was unanimous. Motion carried. Sheppard will send the request for quotes to the North Dakota surveyors on the list from the Records office. As stated, no money has been spent at this point.

Hagen reported to the Commission on the status of the drain work for County Road 14A. The US Fish and Wildlife made a slight change, but it was not significant.

County Road 3, east of Oakes, has been completed using the Asphalt Zipper. Hagen stated that with Climate Control having placed chloride on the road to the cemetery, there has not been much dust.

Carlson reported on a call from a concerned citizen suggesting the lowering of the speed limits on county roads to 45 miles an hour. Discussion followed concerning the idea and the saving of the roads. No action taken at this time.

Walsh requested information on the agreement with the City of Ellendale on the salt and sand storage shed. Radermacher stated the city of Ellendale had approved the revised contract. Walsh made a motion to sign the agreement. Roberts seconded. Roll call was unanimous. Motion carried.

Storage of the Asphalt Zipper for the winter was discussed. Hagen stated that the West Shop should be able to fit the machine in that building. Hagen will look into options.

Hagen presented the four applications for Highway Foreman that were received. A decision was made to vote on this position at the next meeting when all Commission were in attendance.

Russell informed the Commission of a training held in Fargo next week concerning the flood plain and the requirements of the county. Discussion followed as to who should attend the meeting. Deputy Treasurer/Auditor Amy Mittleider and Road Bookkeeper Lauri Uecker will be asked to attend the meeting as well.

Sheppard presented a request to purchase a new battery backup for the new server for the Courthouse. The current battery unit does not have the power needed for the new server. IT Consultant Jamie Nelson strongly suggests the upgrade be done. Roberts made a motion to approve the purchase. Walsh seconded. Roll call was unanimous. Motion carried.

Sheppard presented an "Assurances" form required for a grant that Mittleider is applying for to clean the outside of the courthouse. Roberts made a motion to sign the form. Walsh seconded. Motion carried.

The meeting went into recess at 12:30 and reconvened at 1:30 pm.

Commissioners Hokana, Walsh, Carlson, and Roberts were all in attendance. Also present was Auditor Sheppard and Clerk of Court Andi Schimke.

There was no one else in attendance for the 2024 budget hearing. Hokana asked that Sheppard find out what other counties around Dickey County are collecting this next year. The final budget will need to be approved at the October 3<sup>rd</sup> meeting.

Roberts made a motion to adjourn at 1:45.

**Special Commission Meeting  
September 26, 2023**

Commissioner John Hokana called the meeting to order at 1:28 pm at the offices at Applied Digital. Also present were Jerry Walsh, Brandon Carlson, Kacey Holm, and Marke Roberts. Auditor Sheppard was also present. Resident Chad Durham and ND State Representative Jim Grueneich were also present. The following representatives from Applied Digital were also in attendance: Nick Phillips, Lance Cummins, Chad Neumann, Brian Hasemann, Brad Barton, and Jerry Georgen. The representatives from Applied Digital gave an update on the project and upcoming plans for the area.

Discussion followed concerning the need for housing and for restaurants in the area. A time of question and answers followed the presentation. An open house meeting is planned to present to the public upcoming changes at Applied Digital, in the coming weeks.

No action was taken. Roberts made a motion to adjourn the meeting at 2:00. A tour of the buildings followed.

Salaries

180,579.53 61096-61189

Cities, Townships, Schools	Cities, Townships, Schools	25,181.21	114460 - 114503
Aramark	Rug services	129.07	114504
Central Business Systems Inc	SS Half of Quarterly Billing of Copier	63.07	114505
Cole Paper	Bowl Cleaner, Hand Towel, Filter Bags	302.15	114506
Dakota Business Solutions	Ink Cartridge for Postage Machine	235.99	114507
Dickey County Fair Board	Taxes Collected	2,670.00	114508
Dickey County Leader	July 18 Minutes, Budget, Aug 1 min	877.26	114509
Dickey County Hwy Dept	Mileage	36.14	114510
Dickey County Hwy Dept	Gasoline for DES Vehicle	45.05	114511
Dinger Danielle	Mileage and Meals, Lodging	418.05	114512
Flaherty Don	Gas and Meals	136.01	114513
Innovative Office Solutions LLC	Battery, Envelopes	102.66	114514
Kempf Nicole	Meals for State Board Equalization	91.00	114515
Lexipol LLC	Cordico Launch Law Enforcement Wellness App	474.05	114516
Lexisnexis Matthew Bender	ND CRT Rules Anno 8/23/supp	72.60	114517
Montana Dakota Utilities	Utilities	950.72	114518
Napa central	Wiper Blades for Excursion	39.78	114519
Pierson Ford- Lincoln INC	Oil Change on 2023 Ford Explorer	65.17	114520
Pria	Virtual Registration	139.00	114521
Ramkota Hotel- Bismarck	Hotel stay for Don & Nicole	529.20	114522
Starion Insurance Agency	Added Snow Truck to Insurance	1,888.00	114523
True Value	Nitril Gloves, Deodorizer, Poly Brush, Enamel, Paint, Tape, Knife, Mop, Broom, Flr Enamel	311.67	114524
True Value	Plunger, Dry Screws, Dehumidifier, Polish, Blk Liner, Bowl Brush, Screws, Cleaner, Hardware	432.87	114525
Wertz Cary	Dog Waste Station Bag Dispenser, Reflective Aluminum Sign and Bolts	251.94	114526
Aramark	Rug services	180.10	114527
Dakota Helicopters	Spraying Co RD 3	539.78	114528
Economy Oil Co	Red Fuel for Oakes Shop	2,116.69	114529
Ellendale City Auditor	Clay	288.00	114530
Fullerton City Auditor	Fullerton Shop Utilities	20.00	114531
Southeast Water Users	West Shop Utilities	56.56	114532
True Value	Sm Eng fuel, Pro Trimmer, Towels, Filters, Cat Food, Tape, Tie Downs	842.83	114533

Walk- N-Roll	Packer Ties for Blades	1,532.66	114534
Waste Management	Waste Pickup	76.30	114535
Department of Transportation	Milling, Rap- Hot Mix Asphalt- Progress # 3, 4	41,549.71	114536
KLJ Engineering LLC	Task 5 Construction	2,659.12	114537
Retzlaff- R- Trucking LLC	Gravel Hauling, Loading Gravel	18,534.29	114538
Pharmchem	Sweat Patch Analysis	776.47	114539
Barnes County Corrections	Held Inmates	170.00	114540
Dakota Plains Credit Union	USP Postage, Pullorum Antigen	322.25	114541
Kiser Breana	Mileage	484.70	114542
Viking Print Shop	Color Copy Paper, Misc. Item	7.80	114543
Gemar Justin	Mileage	70.74	114544
Hansen Stephen	Mileage	176.85	114545
Hauck Keith	Mileage	28.82	114546
Dickey County Hwy Dept	911- Signs	2,000.00	114547
US Records Midwest LLC	Corner Record Index Book 2	147.10	114548
Amazon Capital Service	Laminating Pouches, Labels	101.33	114549
AT&T Mobility	Courthouse, Pio, Road, Weed Board iPad, 911 Phone charges	772.48	114550
Montana Dakota Utilities	Courthouse, Park, Weed Board Building Utilities	1,583.55	114551
ND Association of Counties	Drug testing, Pre employment Drug test	78.00	114552
Q & N Corporation	Monthly Service Agreement, Wireless number pad, ink, State Drive	2,271.84	114553
Monthly Expenses	Human Services	34,679.30	114554 - 114567
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	70.22	114568
Kulm Ambulance Corps INC. C/O Jennifer Mcdermid	Ambulance Collections, SAD	94.49	114569
Edgeley Ambulance Service	Ambulance Collections, SAD	60.67	114570
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	686.74	114571
Ellendale City Auditor	Airport, SAD, Ambulance Collections	864.56	114572
Oakes City	Airport, SAD	209.78	114573
Garrison Diversion	Collections, SAD	602.63	114574
James River Soil Conservation	Collections, SAD	494.84	114575
Ellendale Fire	Collections	413.17	114576
Oakes Fire	Collections	271.52	114577
Dickey County Senior Citizen	Tax Collection, SAD	442.06	114578
Dickey County Historical	Tax Collection, SAD	110.53	114579
Dickey Sargent Irrigation District	Dickey Sargent irrigation Specials	1,172.25	114580
State Treasurer	State Medical, Clerk of Court Fees, Sirm	2,790.96	114581
Dickey County Treasurer	Clerk of Court Fees	1,115.00	114582
ND Public Employees Retirement	BCBS	48,947.16	114583
ND Public Employees Retirement	LIFE INS	507.22	114584
ND Public Employees Retirement	BCBS HD	8,223.10	114585
ND Public Employees Retirement	Dental	void	114586

ND Public Employees Retirement	LIFE INS HD	91.16	114587
ND Public Employees Retirement	Dental	486.36	114588
ND Public Employees Retirement	DEF COMP	1,494.00	114589
ND Public Employees Retirement	DEF COMP HD	520.00	114590
Wex Health INC	Flex	1,031.57	114591
ND Public Employees Retirement	HSA	107.65	114592
Wex Health INC	Cancer	50.00	114593
281 Repair	Oil Change on 2016 Tahoe	117.40	114594
Agtegra Cooperative	Execution Agtegra	2,018.46	114595
Cole Paper	Copy Paper	633.98	114596
Dakota Plains Credit Union	Office Supplies, New Light Globes	535.12	114597
Dakota Plains Credit Union	Gasoline for Law Enforcement	58.60	114598
Dickey County Hwy Dept	Gasoline for Law Enforcement	1,124.04	114599
Dickey County Leader	Legal August Min	297.56	114600
Dickey County Sheriff's Dept	Execution Agtegra	40.00	114601
Green Iron Equipment	Bolt for Park Mower	7.47	114602
Information Technology Dept	Tech Fees- States attorney, Election, Courthouse, Sheriff Office	1,382.45	114603
Innovative Office Solutions LLC	Notary Stamp- Holly H	28.69	114604
Mertz Const. & Supply	Tarp For Humvee	109.99	114605
Midwest Radar & E	4 Unit Stalker	164.00	114606
ND Surplus Property	Disaster Supplies	100.00	114607
Napa central	Wipers, Boospac, Batt Cable Terminal, Credit	253.74	114608
Otis Elevator Company	Logistics and Fuel Impact Fee	100.00	114609
Starion Insurance Agency	Adding zipper to insurance	276.00	114610
Q & N Corporation	Sound Bar, Monitors, Ink, Dell Monitors	2,203.17	114611
Agtegra Cooperative	Gasoline for Hwy Dept	1,049.01	114612
Aramark	Rug services	180.10	114613
Bear Creek Gravel LLC	Gravel Loading	1,918.40	114614
Bert's Truck Equipment	LED Snowplow light kit, Wldm Drag Chain, Push Bar Truck, Bolts	4,787.78	114615
Brokaw Ryan	Royalties	52,522.50	114616
Bulter Machinery Co	Skid Shoe Front LE N	137.54	114617
Dakota Electronics	Speaker, Ear Piece, Parts for New Radio- Truck	387.50	114618
Dakota Improvement	Install Culvert CO. 6 West of Fullerton	1,000.00	114619
Economy Oil Co	Fuel	14,758.73	114620
Farmers Union Oil Co	Parts for Shop	5.85	114621
Fullerton City Auditor	Fullerton Shop Utilities	40.00	114622
John Deere Financial	Oil, Air Filters, wheel bolt, grease, rim, adapter fitting, worked on payloader, wiring harr.	12,636.47	114623
L & S Worrel Trucking	Sand	1,010.60	114624
Napa Central	Oil, lube, switch, cir test, split loom, pins, light bulbs, round mirror	295.34	114625
Oakes Truck & Trailer	External Coolant Leaks- Kenworth	697.30	114626
Ottertail Power Company	Oakes Garage Utilities	60.81	114627
RTS Shearing LLC	Crushed Gravel- Brokaw pit	68,279.25	114628
Retzlaff- R- Trucking LLC	Gravel Hauled on CO 3,9	13,208.57	114629
Vistos Carquest	Oil, Parts for the Asphalt zipper	1,264.38	114630

Waste Management	Waste Pickup	154.00	114631
Office of Attorney General	24/7 Program	620.00	114632
Pharmchem	Sweat Patch Analysis	63.00	114633
The Medicine Shoppe	Med for Prisoner	23.13	114634
Stutsman Correctional Center	Inmates Held	1,125.00	114635
Bradco Restoration Inc	Final Payment on steps	9,204.00	114636
Dickey County Leader	ADS for Weed Board	138.00	114637
Dickey County Hwy Dept	Gasoline for Weed Board Dept.	561.16	114638
Fullerton Farmers Elevator	Chemical	6,076.40	114639
Nutrien AG Solutions	Chemical	40,172.80	114640
True Value	Shop Supplies	339.44	114641
Warne Chemical and Equipment Co	Left Boominator	152.43	114642
Weis Terry	Education	225.00	114643
Dickey Rural Networks	Dickey 911 Trunks	231.00	114644
ND Association of Counties	Wireless 911	446.59	114645
Central Business Systems Inc	Quarterly Billing Copier, New Copier	8,387.85	114646
Dakota Plains Credit Union	Pens, Re- Exam, Pump Meter	601.98	114647
Dakota Valley Electric Coop	Wilsom Dam, West Shop, Guelph Tower utilities	246.00	114648
Dickey Rural Networks	Phone Charges	1,754.02	114649
Ellendale City Auditor	Courthouse, Sprinklers, Park, Hwy Dept., Weed Board Utilities	1,508.34	114650
Montana Dakota Utilities	Courthouse, SS Half, Ellendale shop, Fullerton shop, Weed board building utilities	2,273.67	114651
Quadient Finance USA, INC	Postage, County Agent half of postage	4,000.00	114652
Monthly Expenses	Human Services	13,620.54	114653
			- 114660
Dakota Improvement	DC Drain 1 Maintenance	1,000.00	114661
Hansen Judy	Refund for Office Supplies	152.90	114662
Ohnstad Twichell PC	Legal Fees	7,706.19	114663
Moore Engineering INC	DC Drain 1 maintenance, Oakes Pilot Drain Maintenance, Engineering Consultant	682.50	114664
ND Public Employees Retirement	Retirement	21,873.21	114665
ND Public Employees Retirement	Retirement HD	3,104.19	114666
ND Public Employees Retirement	Def comp	1,494.00	114667
ND Public Employees Retirement	Def comp hd	520.00	114668
ND Public Employees Retirement	Retirement HD Adjustment	107.36	114669
Wex Health INC	Flex	1,031.57	114670
ND Public Employees Retirement	HSA	107.65	114671
Aflac	Cancer	2,875.71	114672
Delta Dental Plan of MN	Dental	2,467.86	114673
Ameritas Life Insurance Corp	Vision	457.12	114674
ND Child Support Division	Garnish	200.00	114675
ND State Tax Commissioner	ST W/H TAXES	1,884.27	114676

Aflac	Re-Issue Check	3,323.44	114677
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John Hokana, Chairman

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Wanda Sheppard, Auditor