

**Commissioner Meeting
January 2, 2024**

Chair John Hokana called the meeting to order at 9:00 am. Present also were Commissioners Jerry Walsh, Kacey Holm, and Marke Roberts. Commissioner Brandon Carlson was in attendance via electronic means. Auditor Sheppard was also present. The media was not present. Commission recited the Pledge of Allegiance. Clerk of Court Andi Schimke was present via electronic means.

Holm made a motion to approve the minutes from December 19th and December 27th with corrections. Walsh seconded. Motion carried.

Commission reviewed a resolution to declare an emergency due to the ice storm from December 24th and December 25th. Roberts made a motion for the Chair and Auditor to sign the resolution. Holm seconded. Motion carried.

Sheppard presented three quick claim deeds from the county land sale in November. Walsh made a motion for Chair Hokana and Auditor Sheppard to sign the quick claim deeds. Holm seconded. Motion carried.

Roberts made a motion to adjourn at 9:20.

Auditor Sheppard called the meeting to order at 9:21. Present were Commissions Jerry Walsh, Kacey Holm, Marke Roberts, and John Hokana. Commissioner Brandon Carlson was in attendance via electronic means.

Sheppard asked for nominations for the Chair position. Hokana made a motion to nominate Jerry Walsh for Chair. Roberts seconded. Sheppard called for other nominations. Hokana made a motion to cease nominations and to cast a unanimous ballot to appoint Walsh as Chair. Holm seconded. Motion carried.

Walsh asked for nominations for Vice Chair. Roberts made a motion to nominate Brandon Carlson for Vice Chair. Holm seconded. Walsh called for other nominations. Roberts made a motion to cease nominations and to cast a unanimous ballot to appoint Carlson as Vice Chair. Holm seconded. Motion carried.

States Attorney Kim Radermacher and Health District Administrator Roxanne Holm joined the meeting via electronic means at 9:25.

Commissioners discussed the use of portfolios for the Commission board. A decision was made to not use portfolios in 2024. Employees can discuss issues with any of the Commission. The Commissioner should report to Sheppard if anything should be forwarded to the remaining Commissioners. Sheppard will send to all Commissioners, as requested.

Discussion followed concerning the appointment of board appointments that expired at the end of 2023. Sheppard will advertise in the paper for openings on the various boards. Sheppard will send a letter to those with expiring terms to check on their willingness to serve on the board for another term. These board appointments will be finalized at the February 6th meeting.

Roberts made a motion to appoint Hokana to a five-year term to the Health District. Holm seconded. Motion carried.

Roberts made a motion to appoint Holm to another term on the SouthCentral Dakota Regional Council board. Hokana seconded. Motion carried.

Roberts made a motion to appoint Walsh to the Job Development Authority board. Holm seconded. Motion carried.

Hokana made a motion to increase the meeting payment for the Planning Commission, the Park Board, Weed Board, and the Health District to \$150 per meeting. Roberts seconded. R Holm reminded the Commission that the motion will need to be finalized at the Health District board meeting. Roll call was unanimous. Motion carried.

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

Treasurer Wonada Lematta joined the meeting at 10:02. Lematta discussed with the Commission current rates for CDs at the various banks in the county. A CD has matured at BankNorth and deposited in the county's account. After reviewing the interest rates, Roberts made a motion to invest \$1,000,000 with CDARS through BankNorth for six months. Carlson seconded. Roll call was unanimous. Motion carried.

Lematta updated the Commission on changes made at BankNorth on Dickey County's account. The change will increase the interest rate to 4.25%, on funds available daily.

Lematta discussed with the Commission the lack of applicants for the part-time deputy treasurer position. Discussion included the importance of the office and the need to have someone trained in the office to support the Treasurer. Roberts made a motion to advertise to hire a full-time deputy treasurer and train the person accordingly. Holm seconded. Roll call was unanimous. Motion carried. Sheppard and Lematta will work together to place the job on ND Job Service and Facebook, and the placement of advertisement in the newspaper.

Sheppard presented a quote to update Administrative Assistant/Deputy Auditor Amy Mittleider's desk phone, at a cost of \$351.12. Holm made a motion to authorize Sheppard to sign the quote to buy a new phone for Mittleider. Carlson seconded. Roll call was unanimous. Motion carried.

Holm made a motion to authorize the Chair and Auditor to sign the joint exercise governmental powers agreement with South Central Dakota Regional Council for 2024. Roberts seconded. Roll call was unanimous. Motion carried.

Holm made a motion to authorize the Chair and County Auditor to sign the Secure Software maintenance agreement for 2024. Hokana seconded. Roll call was unanimous. Motion carried.

Tax Director Don Flaherty entered the meeting at 10:30.

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

Flaherty presented a homestead credit application for the 2023 tax year. Roberts made a motion to approve the application. Holm seconded. Roll call was unanimous. Motion carried.

Holm made a motion to close the abatement hearing. Roberts seconded. Motion carried.

DES/911 Coordinator Charlie Russell joined the meeting at 10:50. Russell updated the Commission on residents without power in Dickey County since the ice storm.

Highway Superintendent Jeff Hagen joined the meeting at 11:00. Discussion followed with Hagen and Russell concerning the ice on County Road #1. Hagen said the crew are trying to break up the ice but cannot guarantee it will work.

Discussion followed concerning equipment needs for the application of the DustPods product. – A packer and a water truck is equipment needed to apply the product. Dakota Improvement was a packer that Hagen rented before.

Commission requested Sheppard get bids for cleaning the courthouse parking lot. The contractor will need insurance.

Holm made a motion to adjourn at 11:50.

OFFICE OF EMERGENCY MANAGEMENT
DICKEY COUNTY NORTH DAKOTA
January 2nd, 2024

WINTER ICE STORM DECLARATION

WHEREAS: A major Christmas ICE and wind event coated the county with 2-3+ inches of ICE in conjunction with 40-50 MPH winds severely crippled the electrical grid snapping power poles causing general power outages throughout the region; and

WHEREAS: the inordinate storm damage even took out transmission as well as hundreds of distribution poles causing our Rural Electric Coops (REC) massive overtime as well as replacement costs to restore temporary power for agricultural, rural and city electric and water; and,

WHEREAS: Many residents will be weeks to get power restored. The few rural residents back on now, have been accomplished utilizing temporary repairs and back feeding. The grid will take months to repair and replace down poles and other damaged infrastructure to get back to normal grid operations; and

WHEREAS: the ICE is causing a safety situation on our highways, gravel roads and pedestrian surfaces requiring multiple cleaning and deicing operations by TWP, CITY and County crews to allow safe access to our roads and other infrastructure. ICE removal and control operations have caused extreme wear and tear damage to snowplows and cutting surfaces,

NOW THEREFORE BE IT RESOLVED, that The Dickey County Commission declares that a State of Emergency exists in Dickey County, our Townships and Cities requiring the activation and utilization of The Combined Dickey County Emergency Operations Plan, its procedures and attachments to monitor the ongoing situation, mitigate where possible; and to provide access and protection to the citizens of Dickey County.

BE IT FURTHER RESOLVED, all local government agencies and departments are directed to provide protection to the citizens of Dickey County during this event and limit where possible the hardships and impact of said emergency.

Dated and signed in Ellendale this 2nd day of January 2024


John Hokana
Commission Chair


Wanda Sheppard
County Auditor

Commissioner Meeting
January 16, 2024

Chair Jerry Walsh called the meeting to order at 10:00 am. Commissioners Kacey Holm, Brandon Carlson, and Marke Roberts were also present. Auditor Sheppard and resident Cindy Bagley were also present. Deputy Auditor Stormy Bertsch and Clerk of Court Andi Schimke were present via electronic means. The media was not present. The Commission recited the Pledge of Allegiance.

Additions

Courthouse parking lot Snow Removal

Salary step review

Sargent County Drain #11 complaint

Carlson made a motion to approve the minutes of January 2nd as presented. Holm seconded. Motion carried.

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

Carlson made a motion to approve the December 2023 financial statement as presented. Holm seconded. Roll call was unanimous. Motion carried.

Schimke discussed with the Commission correspondence Schimke has received concerning the security plan originally developed in 2016. The directive from the state is that a review be completed of the plan. Schimke is requesting one Commissioner attend a team meeting scheduled for January 26th at 1:00 pm to discuss the plan. Schimke stated her plan is to have an annual meeting to maintain the plan. Carlson volunteered to attend the meeting.

Sheppard read a letter from Treasurer Lematta, as Lematta could not attend this morning. Lematta informed the Commission of hiring Chris Robey, as the new deputy Treasurer. Lematta is asking for a motion to place Robey on the signature bank cards for all accounts the county maintains. Roberts made a motion to authorize Lematta to place Robey on the signature cards for all Dickey County accounts, contingent on a criminal background check. Carlson seconded. Roll call was unanimous. Motion carried.

Commission discussed an e-mail received by Lematta from Dave Zetocha concerning the Sargent County Drain #11 special assessment added to his property taxes. Sheppard read the e-mail received from Ohnstad Twichell lawyer Sean Fredricks concerning the issue. Discussion included who has the authority to certify special assessments to the Treasurer. Commission decided request clarification from States Attorney Radermacher on the issues stated before making a stance as a Board.

Walsh discussed with the Commission the review of the salary schedule ahead of budget time. The Commission will meet on March 5th after lunch to review the schedule. The Commission will have received completed performance reviews from department heads at that point on all staff. The Commission can start looking at options ahead of the busy budget season.

Sheppard presented the 2023 budget amendments for the Commission's approval, as shown below. Holm made a motion to approve the amendments. Roberts seconded. Roll call was unanimous. Motion carried.

2023 BUDGET AMENDMENTS						
FUND #	FUND NAME	EXPENSE AMT OVER BUDGET	REASON	BUDGET AMENDED TO READ		REVENUE AMT. OVER BUDGET
2112	State Funded Road Projects	\$ 783,800.35	Road project completed in 2023 instead of 2022	\$ 783,808.35		
2200	Designated Funds	\$ 1,000.00	Donated funds to Sheriff's office that was not budgeted	\$ 1,000.00		\$ 1,000.00
2300	Health District	\$ 91,451.89	Increase cost of vaccines	\$ 722,809.89		\$ 304,494.43
2935	Job Development Authority	\$ 49,310.50	Commission approved increase in budget of \$50,000 during the yr	\$ 121,103.50		\$ 532.68
2972	LACTF Funds	\$ 57,395.55	Funding received after budget completed	\$ 57,395.55		\$ 50,000.00
2983	Dickey County Drain #1	\$ 11,879.09	Additional maintenance completed	\$ 25,744.99		\$ 2,473.97
2984	Oakes Pilot Drain	\$ 195.00	Additional maintenance completed	\$ 195.00		\$ 78.91
2985	Water Resource	\$ 7,063.24	Assist with Co. Rd 14A drain	\$ 164,983.24		\$ 10,297.42
2996	Document Preservation	\$ 57.19	Dues/Service contract increase in cost	\$ 23,405.59		\$ 3,180.20
3116	Capital Project Bond	\$ 345.00	Fees associated with the bond were not budgeted	\$ 102,636.25		\$ 4,505.73
	TOTALS	\$ 995,032.38		\$ 1,712,057.28		\$ 376,563.34

Tax Director Don Flaherty joined the meeting at 10:45.

Sheppard requested a decision on the fees charged to the three country clubs outside of city limits for liquor and beer licenses. In the past, Dickey County has charged \$100 for a beer license and \$300 for a liquor license. Holm made a motion to keep the fees the same. Carlson seconded. Roll call was unanimous. Motion carried.

Holm made a motion to open an abatement hearing. Carlson seconded. Motion carried.

Flaherty presented three mobile home applications for homestead credit, due to changes in eligibility factors in legislative updates. Roberts made a motion to approve the applications. Holm seconded. Roll call was unanimous. Motion carried.

Flaherty presented applications from two individuals for retroactive homestead credit for the tax years of 2023 and 2022. Holm made a motion to approve the applications. Roberts seconded. Roll call was unanimous. Motion carried.

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

County Agent Breana Kiser joined the meeting via electronic means to remind the Commission of the performance review of Kiser and Family and Community Wellness Agent Danielle Dinger on January 30th, starting at 9:00. Walsh stated he plans to attend the meeting.

Highway Superintendent Jeff Hagen, DES/911 Coordinator Charlie Russell, and KLJ Engineer Bryan Tykwinski joined the meeting at 10:55.

Hagen discussed with the Commission the cost of equipment, as requested at the last meeting. The DustPods product, the new snow equipment, and a new bobcat have arrived.

Hagen informed the Commission that the furnace at the Oakes shop quit working over the weekend, causing water pipes to freeze. A contractor is working on the situation.

Discussion followed concerning options for cleaning the Courthouse and the highway shop parking lot, if it snows. Hagen stated that Daryl Lematta is willing to do that at the rate of pay the county is currently paying him and would use the county's tractor and loader. Brandon Rekow also submitted a quote for cleaning the lot. The decision was to have Lematta clean the lots as needed.

Discussion followed concerning how the highway department buys filters. The highway department will get a list together of filters needed so that they can purchase them during the annual filter sale.

Bagley and Russell discussed with the Commission concerns Russell has on flooding issues at Pheasant Lake if there were additional houses built in certain areas of the County Park property.

Holm made a motion to adjourn at 11:42.

Salaries

164,770.23

61476-61569

Human Services	Monthly Expenses	2,129.25	115500
Ellendale true value	Tint base, freezer bags, latch boxes, hooks, brush set, dill bits, clip organizer	302.95	115501
Montana Dakota Utilities	Park Utilities	90.71	115502
National Association of Counties	County Dues- Sheriff Office	450.00	115503
ND County Commissioners Assoc.	2024 NDCCA Dues	1,725.00	115504
Office of State Auditor	Audit-22	10,000.00	115505
Overpayment Refund	Refund Overpayment taxes	134.58	115506
Overpayment Refund	Refund Overpayment taxes	29.17	115507
Q&N Corporation	Yellow Ink-States Attorney	130.99	115508
Software Solutions	Pat License Renewal	3,960.00	115509
South Central Dakota Regional Council	2024 Dickey County Support for Reg Council	10,693.00	115510
Onsolve	Code Red Renewal	2,470.58	115511
City of Ellendale	Courthouse, Hwy Dept., Weed board building utilities	505.67	115512
ND Association of Counties	Workers Comp Premium	17,222.80	115513
Tyler Technologies	Service Contracts, Network Services Maintenance	6,132.00	115514
ND Public Employees Retirement	BCBS	45,707.06	115565
ND Public Employees Retirement	LIFE INS	447.76	115566
ND Public Employees Retirement	BCBS HD	8,223.10	115567
ND Public Employees Retirement	DENTAL	445.36	115568
ND Public Employees Retirement	LIFE INS HD	126.26	115569
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	3,746.61	115570
Kulm Ambulance Corps Inc. C/O Jennifer McDermid	Ambulance Collections, SAD	2,581.87	115571
Edgeley Ambulance Service	Ambulance Collections, SAD	2,423.28	115572
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	17,231.74	115573
Ellendale City	Airport, SAD, Ambulance Collections	26,535.14	115574
Oakes City	Airport, SAD	6,007.60	115575
Garrison Diversion	Collections, SAD	13,425.20	115576

James River Soil Conservation 975	Collections, SAD	32,670.43	115577
Ellendale Fire	Collections, SAD	21,704.82	115578
Oakes Fire	Collections, SAD	19,271.21	115579
Dickey Sargent Joint Water Resource District	Special Assess., Jackson twp. impro. Dist. #1, Bond Special	38,412.60	115580
Dickey County Senior Citizens	Tax Collections, SAD	13,276.00	115581
Dickey County Historical	Tax Collections, SAD	3,318.60	115582
Dickey Sargent Irrigation District	Dickey Sargent Irrigation Specials	11,889.81	115583
Sargent County Drain # 1	Sargent County Drain # 11 Specials	3,205.09	115584
State Treasurer	State Medical, SIRN	15,440.99	115585
Dickey County Treasurer	Clerk of Court Fees	550.00	115585
ND Public Employees Retirement	DEF Comp	1,589.00	115587
ND Public Employees Retirement	Def comp HD	520.00	115588
Wex Health Inc	Flex	1,060.83	115589
ND Public Employees Retirement	HSA	107.65	115590
Dickey County Leader	Minutes, Seeking Board Members AD	1,104.02	115591
Dickey County Hwy Dept.	Gasoline for Des Vehicle	125.79	115592
Dickey County Hwy Dept.	Gasoline for Sheriff Department	1,059.87	115593
Dickey County Treasurer	Indirect Assess. For Yorktown- maple drain	1,789.91	115594
Ellendale City Auditor	Park Utilities	36.32	115595
Ellendale true value	Parts for Social Services Toilet	8.99	115596
Gulke Corey	Short paid for Ammo	30.00	115597
Information Technology Dept.	Election, Courthouse, States Attorney, Sheriff Office Tech Fees	1,493.50	115598
Mertz Const & Supply	Lever set, Hoe	49.98	115599
ND Association of Counties	Service Contracts	400.00	115600
ND Association of Counties	Marriage License Program Fees	26.00	115601
ND Emergency Management Assoc	Membership Dues	50.00	115602
ND State Radio	Quarterly 911 Fee	120.00	115603
Overpayment Refund	Refund Overpayment Escrow account	9,698.31	115604
Overpayment Refund	Refund Overpayment of Taxes	453.19	115605
Quadiant Leasing USA, INC.	Lease Payment Mail Machine	294.99	115606
Southeast ND County Commissioners Association	2024 Dues	400.00	115607
Agtegra Oakes	Fuel for Hwy Dept	324.58	115608
Aramark	Rug Service	540.30	115609
Bobcat of Gwinner	Bobcat Track Loader	19,591.37	115610
Charles Jorgenson	Royalties- Crushing- Englevale, ND	31,250.00	115611
Dickey County Treasurer	Sales Taxes	26.89	115612
Ellendale true value	Towels, Vinyl, Cat Food, Toilet paper, connector, havis plug	139.83	115613
Fullerton City Auditor	Fullerton Shop Utilities	20.00	115614
John Deere Financial	Drain Valve	113.83	115615
Martin Construction	Assist in culvert installation DC #2	5,906.45	115616
Montana Dakota Utilities	Fullerton Shop Utilities	325.10	115617
Napa Central	Filters, air, Oil, Fuel, Blow Gun, cut off Wheel, Credit	1,427.14	115618

ND State Tax Commissioner	Sales Taxes	1,366.75	115619
Oakes Truck & Trailer	Fixed Leaking HYD Vale, Skids Snow Blower	2,024.71	115620
Parts Supply INC	De Icer Washer fluid	14.98	115621
Prairie Printing	Pre-Printed Envelopes	110.00	115622
Praska's hardware hank	faucet garden hose adaptor	11.99	115623
Southeast Water Users	West Shop Utilities	50.95	115624
Office of Attorney General	24/7 Program	550.00	115625
Barnes County Corrections	Held two Prisoners	1,020.00	115626
Stutsman Correctional Center	Held Inmates	4,650.00	115627
The Medicine Shoppe	Medicine for inmate	17.07	115628
Nodak Café	JDA Grant	25,000.00	115629
Dawson Sandy	Office Space Rent in Oakes-VSO Office	600.00	115630
Amazon Capital Service	Parts, Program Supplies, Parts	258.55	115631
Central Business Systems INC	Quarterly billing for county agent copier	564.27	115632
Leaf	Contract until Sept. Copier	1,026.00	115633
The Idea Source	Annie's Project	377.76	115634
Z's Fresh Market	Office Supplies	13.87	115635
Dickey Rural Networks	Dickey 911Trunks Rent	231.00	115636
Napa Central	8mm Socket Wrench	41.99	115637
ND 911 Association	911 Dues	100.00	115638
ND Association of Counties	6% Wireless 911	446.00	115639
Zahn Doug	Site Rental for Forbes Tower	500.00	115640
Dakota Plains Credit Union	4-H Pencils, APHA Horse IQ Educations	461.55	115641
Dakota Plains Credit Union	Gasoline for Law Enforcement, Display LED Kit, Meal for Prisoner, LED Replacement Panel	1,169.69	115642
Dickey Rural Networks	Phone Charges	1,764.16	115643
Farmers Union Oil Co	Propane for Hwy Shop, Fuel, New Tires, New Tubes, Worked on 2001 dodge ram	21,476.08	115644
Fire Safety First LLC	Annual Maintenance and Certification	137.00	115645
Human Services	Monthly Expenses	7,908.17	115646
			- 115659
Wex Health Inc	Cancer	50.00	115660
The Last Shot Bar & Grill	Refund overpayment JDA Loan	150.00	115661
Dickey County Twp Officers Assoc	Twp Dues	450.00	115662
ND Township Officers Assoc.	Twp Dues	6,000.00	115663
Ohnstad Twichell Pc	Legal Fees	3,444.20	115664
Wendy Willprecht	Joint Board Wages	650.00	115665
ND Public Employees Retirement	Retirement	22,642.90	115666
ND Public Employees Retirement	Retirement	3,489.55	115667
ND Public Employees Retirement	Def Comp	1,589.00	115668
ND Public Employees Retirement	Def Comp HD	520.00	115669
ND Public Employees Retirement	Retirement HD	112.70	115670
Wex Health Inc	Flex	1,060.83	115671
ND Public Employees Retirement	HSA	107.65	115672

Aflac	Cancer	2,701.94	115673
Delta Dental Plan of Mn	Dental	2,393.49	115674
Ameritas Life Insurance Corp	Vision	433.60	115675
ND Child Support Division	Garnish	200.00	115676
ND Public Employees Retirement	Retirement	3,489.55	115677
ND Bureau of Criminal Investigation	Fee for Criminal Background Check	15.00	115678

Jerry Walsh, Chairman

Wanda Sheppard, Auditor