

**Commissioner Meeting  
November 7, 2024**

Chair Jerry Walsh called the meeting to order at 9:30 am. Commissioners Brandon Carlson, Kacey Holm, and Marke Roberts were also present. Auditor Sheppard and resident Cindy Bagley were also present. The media was not present. The Pledge of Allegiance was recited. Clerk of Court Andi Schimke and Sheriff's Office personnel joined via electronic means.

Additions to the Agenda

New Building

Comprehensive plan

Holm made a motion to approve the minutes with corrections. Carlson seconded. Motion carried.

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

The draft of the Comprehensive Zoning Plan was reviewed. Page 18 of the plan seems to be the key, showing the land use goals and objectives. Discussion continued concerning the next steps.

Health District employees Amber Miller and Kerry Waldo, resident Drew Courtney, and Jail and Justice Consultant Brad Hompe joined the meeting via electronic means at 10:06.

Tax Director Don Flaherty joined the meeting at 10:10 to update the Commission on his department. Sheriff Chris Estes joined the meeting at 10:27.

Schimke informed the Commission of a couple Dickey County residents that have fallen on the steps at door 1 of the courthouse. The question was raised if something needs to be done, such as painting yellow on the steps to stop this from happening. Schimke also informed the Commission that more lights were added to the second floor.

Schimke discussed with the Commission an issue with trash bins at Pheasant Lake. Schimke also stated there is a problem with locks on some of the doors and the lack of keys to lock the doors. A decision was made to pull all trash bins at Pheasant Lake. Locks will be replaced on the buildings, which Estes offered to assist with their replacement.

Hompe reviewed with the Commission the assessment Hompe completed on the possible detention center for Dickey County. Page 18 of the assessment contained the recommendations made by Hompe. Hompe suggested that the tracking of usage continue in case this project comes to fruition. Hompe stated he is willing to assist with the matter as it continues to develop.

Highway Superintendent Jeff Hagen, DES/911 Coordinator Charlie Russell, and resident Jay Mathern joined the meeting at 10:48.

Sheppard presented a deed for parcel #08074002, which was a parcel that has been repurchased by the legal owner before the tax sale. Roberts made a motion to sign the deed. Holm seconded. Roll call was unanimous. Motion carried.

Mathern is requesting clarification on the mowing of ditches. The ditch on County Road 1 he feels it is too dangerous to mow at 14 feet. Mathern also stated that in the past it has been fine to cut only 9 feet and some years it is not. Hagen stated that the issue is where do you draw the line. Several individuals only cut 7'. A decision was made to change the notice in 2025 to state that the cut should be 14', unless approval by the highway department to not do more due to issues with a section of road.

The meeting went into recess from 11:20 to 11:25.

Hagen informed the Commission that he is working with the township on the railroad crossing east of Oakes. ND DOT had suggested updating the signs, as the crossing didn't meet the requirements of the funding for railroad crossing arms.

Discussion followed concerning the plans for and the placement of power in the new building across from the Weed Board building. A decision was made to bring power on the east end of the building, so that there can be 200-amp power to both ends of the building. Discussion included the possibility of the power company bringing the power to the building. Discussion also included the possible use of dustpods on the driveway into the building to firm up the entrance. Hagen stated that it was a possibility.

Sheppard requested a change in the flexible spending accounts for employees, to the new federal rate of \$3,300 per year, or to make the maximum yearly amount coincide with the change in the federal rate each year. Roberts made a motion to change the maximum allowed for flexible spending accounts for employees to the maximum federal allowed on a yearly basis. Holm seconded. Roll call was unanimous. Motion carried.

Sheppard presented the Participating addendum with JPMorgan for the new Pcard system for Dickey County. Roberts made a motion to sign the participating addendum. Holm seconded. Roll call was unanimous. Motion carried.

Russell updated the Commission on the worker hospitality center to go up in Elden Township. The plan is smaller than originally planned. The issue of a septic system is the issue at this point.

Holm made a motion to adjourn at 12:08.

**Commissioner Meeting  
November 19, 2024**

Chair Jerry Walsh called the meeting to order at 9:00 am. Commissioners John Hokana, Brandon Carlson, Kacey Holm, and Marke Roberts were also present. Auditor Sheppard and resident Cindy Bagley were also present. Dickey County Sheriff's office and States Attorney Kim Radermacher were in attendance via electronic means. The media was not present. The Pledge of Allegiance was recited.

Additions

- Courthouse Front steps
- Jail assessment
- Update on zoning report
- Blading of Co Road 3 between Fullerton and Merricourt
- Performance reviews
- 2023 Audit
- Letter of Support for the City of Oakes
- Health insurance premium increase
- New highway/Sheriff's building

Carlson made a motion to approve the minutes as corrected. Holm seconded. Motion carried.

Sheppard presented additions to the vouchers to Barnes County Corrections for \$2,200.00 for prisoner boarding, Dickey County Recorder for \$20.00 for a recording fee, and Dickey County Treasurer for \$3,700.00 for allocating funds from the sale of land earlier in 2024. Hokana made a motion to approve the vouchers with additions. Roberts seconded. Roll call was unanimous. Motion carried.

Holm made a motion to approve the October 2024 financials. Carlson seconded. Roll call was unanimous. Motion carried.

Clerk of Court Andi Schimke and Health District employee Amber Miller joined the meeting at 9:20 via electronic means.

Discussion followed concerning the placement of electrical at the new building to be used for highway and sheriff storage. Highway staff have completed work around the building to build up the landscape.

Holm updated the Commission on the receipt of the preliminary report received from First District Association of Local Government. Representatives from First District Association of Local Government will be at the December 3<sup>rd</sup> meeting to review the preliminary report with the Commission at 1:30. The Planning Commission board members have been invited to attend the meeting as well.

Discussion followed concerning the detention center assessment that was reviewed at the last Commission meeting. Carlson questioned what the next step should be. The Commission should have a better understanding of developments in Richland County with their new jail facility after the 5-County meeting in December. Roberts suggested discussing with the State Department of Corrections for information from them concerning the needs in our area. Radermacher stated she would forward a contact to Carlson.

Sheriff Chris Estes joined the meeting at 9:30.

Discussion followed concerning a person falling on the steps at door 1 of the courthouse. Discussion included the placement of reflective tape or signage warning individuals to watch their step. Sheppard will talk with Risk Manager Cresta Miller about placing a sign on the door.

Applied Digital representative Andrea Mireles joined the meeting at 9:37 via electronic means.

Sheppard discussed with the Commission the CDL bonuses given to highway staff for maintaining their CDL license yearly. Sheppard stated there is an employee who achieved their CDL in October and would like clarification on how the bonus should be paid to this employee. Because the employee had a Class B license and has updated his license to Class A, Carlson made a motion to give the employee the full bonus for 2024. Roberts seconded. Roll call was unanimous. Motion carried.

Sheppard presented a request from the City of Oakes for a letter of support from the Commission to extend the Renaissance Zone for five years. Roberts made a motion to submit a letter of support. Carlson seconded. Motion carried.

The increase in health insurance premiums was discussed. The county budget included an increase of 17% and correspondence received stated the increase will be 15.17%. The county currently pays 84% of family coverage and 100% of single coverage. The July 1<sup>st</sup> increase in premiums will cost the employees an additional \$49.56 a month. Holm made a motion for Dickey County to pick up the full increase in premiums, which increases the 84% for family coverage to 86%. Roberts seconded. Roll call was unanimous. Motion carried.

Health District employee Kerry Waldo joined the meeting at 9:51 via electronic means.

Sheppard presented a quit claim deed for parcel #10724001, which has been repurchased by the legal owner before the tax sale. Carlson made a motion to have Walsh and Sheppard sign the deed. Holm seconded. Roll call was unanimous. Motion carried.

Commissioners discussed the performance reviews that need to be completed by the Commission. The reviews were distributed to the Commission to be done by December 15<sup>th</sup>.

Sheppard updated the Commission on the 2023 financial audit completed by the State Auditor's office. The audit was completed with no recommendations by the State Auditor's office. Commission thanked the Auditors and Treasurers office for their work done for the audit. Sheppard also stated that the cost of the audit was less than original quoted to Dickey County.

The meeting went into recess at 10:02 and reconvened at 10:08. County Agent Administrative Assistant Monica Pakonen joined the meeting via electronic means.

Garrison Diversion General Manager Duane DeKrey, Garrison Diversion Board Vice-Chair and Southeast Water Users board member Jay Anderson, Burian Associations representative Steve Burian, and Dickey County Water Resource board member John Quandt joined the meeting at 10:08 to discuss the Red River Valley Water Supply Project. Discussion included changes that have been made in the required paperwork to be completed by the end of 2024. Burian discussed approximate numbers for Dickey County as to cost for Dickey County. The possibility of using the James River, instead of the Sheyenne River was discussed. Burian stated the possibility will be looked at. No motion was made. The group will return in December with more specific numbers and a decision will be made at that time.

Clerk of Court Andi Schimke, Health District personnel Amber Miller and Kerry Waldo, States Attorney Kim Radermacher, and Applied Digital representative Andrea Mireles joined the meeting via electronic means at 10:25.

Resident Frank Stump, Tax Director Don Flaherty and Ellendale City Auditor Nicole Kempf joined the meeting at 10:30

Roberts made a motion to open the tax sale. Holm seconded. Motion carried.

After all required information was provided for the sale, Sheppard requested the starting bid of \$2,039.31 for parcel #08029000 in the city of Ellendale. Stumb placed a bid for the minimum price of \$2,039.31. Seeing no other bids were given, the property was sold to Frank Stumb.

Sheppard requested bids for parcel #11426000 located in the city of Monango. No bids were received.

Sheppard requested a bid for parcel #08331000 located in the city of Ellendale. No bids were received.

Carlson made a motion to close the tax sale. Holm seconded. Motion carried.

Hokana made a motion to abate the taxes and return the property to the respective cities. Holm seconded. Roll call was unanimous. Motion carried. Sheppard will inform the cities and request that they abate the specials.

Discussion followed concerning the Red River Valley Water Supply Project. Sheppard will send an e-mail to have the group return at the second meeting in December so that a decision can be made. A third meeting was set for December 26<sup>th</sup> to pay final year end bills. If a decision is not made on December 17<sup>th</sup> concerning the water project, it could be added to the agenda for December 26<sup>th</sup>. The meeting on December 26<sup>th</sup> will begin at 10:00 am.

Highway Superintendent joined the meeting at 10:50. DES/911 Coordinator Charlie Russell joined the meeting at 11:09.

Hagen discussed with the Commission the work completed on County Road 2 to replace the damaged culvert.

Hagen has received e-mails from ND Department of Transportation concerning an agreement needing to be signed with Brown County concerning bridges shared on the State Line Road. Hagen has reached out to the Brown County Superintendent but has not heard back. Hagen has also received a letter concerning three scour bridges that need to be reviewed and responded back to the ND DOT on their repair.

Carlson stated that he had received complaints on the road between Fullerton and Merricourt. Hagen stated they will try blading it tomorrow.

Walsh reported on where the placement of electrical power will be put into the storage building across from the weed board building. The amount of power needed for in floor heating was also discussed.

KLJ Engineer Bryan Tykwinski joined the meeting via electronic means at 11:23. Tykwinski has been working on the two applications for the special road fund with the state, Country Road 3 east of Oakes and the 86<sup>th</sup> Street crossing. The applications need to be submitted by November 30<sup>th</sup>. The hydrology study on 86<sup>th</sup> Street is not completed by should be completed by the end of the week.

Carlson made a motion to adjourn at 11:40.

Salaries 174,670.44 62394-62482

ND Public Employees Retirement	BCBS	45,846.72	117597
ND Public Employees Retirement	Life Ins	448.04	117598

ND Public Employees Retirement	BCBS HD	8,223.10	117599
ND Public Employees Retirement	Dental	445.36	117600
ND Public Employees Retirement	Life ins hd	126.26	117601
Cities, School, Townships	Cities, School, Townships	161,144.21	117602-117651
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	268.71	117652
Kulm Ambulance Corps Inc	Ambulance Collections, SAD	514.03	117653
Edgeley Ambulance Service	Ambulance Collections, SAD	99.69	117654
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	1,361.30	117655
Ellendale City	Airport, SAD, Ambulance Collections	1,518.81	117656
Oakes City	Airport, SAD	370.96	117657
Garrison Diversion	Collections, SAD	1,109.54	117658
James River Soil Conservation	Collections, SAD	1,875.29	117659
Ellendale Fire	Collections, SAD	772.22	117660
Oakes Fire	Collections, SAD	1,070.15	117661
Dickey County Senior Citizens	Collections, SAD	938.84	117662
Dickey County Historical	Collections, SAD	234.74	117663
Sargent County Drain	Sargent County Drain #11 Specials	251.82	117664
State Treasurer	State Medical	633.25	117665
Dickey County Treasurer	Clerk of Court Fees	695.00	117666
Human Services	Monthly Expenses	17,641.07	117667-117684
281 Repair LLC	Oil Change and tire Rotation-2016 Tahoe	239.23	117685
Brandenburger Robert	Wilson Dam Mowing	4,000.00	117686
Climate Control	Replacement armflex	503.60	117687
Cole Paper	Air Fresheners	152.87	117688
Dakota Business Solutions	Ink for the Postage Machine	336.00	117689
Dept of Corrections and Rehab	Interstate Compact Prog. Transfer fee	150.00	117690
Dickey County Hwy Dept	Gasoline for law enforcement vehicles	1,159.13	117691
Dickey County Hwy Dept	Gasoline for Des vehicle	298.93	117692
Dickey County Leader	Sample Ballots, Measure analyses, Oct and Sept legal Minutes	1,734.56	117693
Election Systems & Software INC	Ballot Faces, Type, Media Burn, Reporting, Absentee, Election Day, Test- Ballots	4,813.99	117694
Flaherty Don	Meals and Gasoline, Cupholder for county car	62.99	117695
Graham Tire Co	Tires on 2022 Police Interceptor	326.00	117696
Lematta Wonada	Mileage to NACO Convention, Computer Bag	274.49	117697
Mertz Const & Supply	Shop Supplies- DES	100.40	117698
Overpayment Refund	Overpayment on 2023 re taxes	107.68	117699
Q & N Corporation	Monthly Service Agreement	1,800.00	117700
Q & N Corporation	USB Card Reader, Extension Cable	41.98	117701
Sheppard Wanda	Hotel and Gasoline- NDACO Conference	233.52	117702
Starion Insurance Agency	Add North Ellendale Storage Building	219.00	117703
Vanguard Appraisal INC	Service Fees, License for Web Site	4,200.00	117704
Vestis	Rug Services	145.56	117705
Walsh Gerald	Mileage and Hotel Stay for NDACO Conference	432.69	117706
Dakota Plains Credit Union	Phone Storage Jeff Phone, Tabs for Hwy Vehicle, Climate Control	62.12	117707

Dakota Valley Electric Coop	West Shop Utilities	196.00	117708
Economy Oil Co	Fuel for Oakes Shop	1,766.65	117709
Montana Dakota Utilities	Fullerton Shop Utilities	147.77	117710
Quandt Brothers INC	Level Berm on CO RD 3 Ditch-2.7 Hours Dozer	400.00	117711
Southeast Water Users	West Shop Utilities	55.94	117712
Vestis	Rug Services	185.09	117713
Vestis	Rug Services	185.09	117714
Office of Attorney General-1250	24/7 Program	775.00	117715
Anliker Construction	Labor, Steel, Door, Poles, Reset Poles	80,995.08	117716
Barnes County Corrections	Held 3 Inmates- Days Billed 38 Days	3,800.00	117717
Haakenson Jean	Mileage to Oakes Office for Aug	478.38	117718
Advanced Business Methods	Printing usage for color ink	380.93	117719
Agweek	Renewal Subscription	64.00	117720
James River Soil Conservation	Spigot, Diverter kit	70.64	117721
Vanguard Appraisal INC	Special Appraisal Services for Commercial/industrial annual service	11,275.00	117722
Dickey County Hwy Dept	Gasoline for Weed Board Vehicle	311.47	117723
Fullerton Farmers Elevator	Parts and Repairs	190.00	117724
Nutrien AG Solutions	Chemical	17,198.00	117725
Dickey Rural Networks	Dickey 911 Trunks Rent	231.00	117726
AT&T Mobility	Courthouse, PIO, Road, Weed Board, 911-Phone Bills	773.68	117727
Dickey County Hwy Dept	Mileage	129.61	117728
Dickey Rural Networks	Phone Bill	1,845.32	117729
Ellendale City Auditor	Park, Irrigation system, Courthouse, Hwy Dept., Weed Board Building- Utilities	577.64	117730
Ellendale True Value	Battery, Footlocker, Premix Fuel, Toilet Paper, Shop Supplies, cat food, trash bags, bulb, paint	1,386.97	117731
KLJ Engineering LLC	DC Hwy 12 Widening, 86TH ST SE Hydraulics	5,477.79	117732
Montana Dakota Utilities	Park and Hwy Utilities	940.93	117733
Montana Dakota Utilities	Courthouse, Weed Board Building Utilities	1,179.66	117734
ND Association of Counties	Convention reg fee, 6% of wireless fee	1,275.21	117735
NDSU Extension Service-AG Budget	Danielle and Breana- Salary- County Half	11,633.92	117736
Q & N Corporation	HP Maintenance Kit, OKI Toner, 1 Year backup Software, Apple iPad, Case Screen Protector	1,072.99	117737
ND Public Employees Retirement	Def Comp	1,664.00	117738
ND Public Employees Retirement	Def comp hd	528.00	117739
Wex Health Inc	Flex	1,060.83	117740
ND Public Employees Retirement	HSA	671.14	117741
Wex Health Inc	Cancer	50.00	117742
Cole Paper	Paper, Janitor supplies	968.24	117743
Dakota Plains Credit Union	Gasoline for Sheriff Dept	107.66	117744
Dickey County Leader	Real Estate to be sold AD	84.00	117745
Dickey County Treasurer	Proceeds from sale parcel 08083000	3,700.00	117746
Election Systems & Software INC	Pre- Marked Test Ballots	42.51	117747

Election Workers	Election school, Election Day	1,523.91	117748-117754
Election Workers	Election school, Election Day	1,762.58	117755-117762
Election Workers	Election Day	298.14	117763-117765
Filbert Jesse	Work Boots Comp Toe	209.95	117766
Fire Safety First LLC	New 5# ABC with Vehicle Bracket- Maintenance	158.00	117767
Information Tech Dept	Election, States Attorney, Courthouse, Sheriff Office- Tech Fee	1,767.75	117768
Lematta Wonada	Lodging for NDACO	188.10	117769
Motorola Solutions inc	Dvrs PSU Activation APX Portable Flashpoint, ENH: UHF Bands FLP	1,139.00	117770
Napa Central	Battery-Des	95.99	117771
Radisson Hotel	NDACO Conference room charge	410.00	117772
Steven Lust Automotive	Oil Change on 2022 Tahoe	127.15	117773
Wald Lori	Mileage to Oakes for Election	48.88	117774
Agtegra Oakes	Gasoline for Hwy Dept	1,567.46	117775
Dakota Valley Electric Coop	West Shop Utilities	222.00	117776
Deere Credit Inc	Lease Payment on JD GRDR	41,303.16	117777
Fullerton City Auditor	Fullerton Shop Utilities	20.00	117778
House of Glass INC	Work Done on Oakes Shop Overhead Door	997.17	117779
Lorena's Cleaning Serv.	Housekeeping	400.00	117780
Montana Dakota Utilities	Hwy Utilities	759.42	117781
Napa Central	Air Hose, Brass Connectors, Belt Tensioner Assem, Boxed Miniatures	127.18	117782
Oakes Truck & Trailer	5th wheel Grease Pack, Dot inspection, air tank, work on freightliner	9,145.34	117783
Ottertail Power Company	Oakes Hwy Shop Utilities	71.43	117784
Praska's Hardware Hank	Paper towels, Toilet paper	21.48	117785
Price Plumbing	New water heater Fullerton shop	285.00	117786
Sign Solutions	Signs	9,218.90	117787
Vestis	Rug Services	185.09	117788
Waste Management	Waste Pickup	76.65	117789
Dickey County Recorder's Office	Quit Claim Deed	20.00	117790
Dickey County Treasurer	Repurchase land before sale	20.00	117791
Pharmchem	Sweat Patch Analysis Fentanyl Screen	95.85	117792
Barnes County Corrections	Held Inmate for 22 days	2,200.00	117793
Stutsman Correctional Center	Held Inmates 3 for 15 days	1,500.00	117794
The Medicine Shoppe	Medication for Inmate	32.21	117795
Cindy Bagley	JDA Meeting Mileage	40.20	117796
Glynn Allan	JDA Meeting Mileage	25.46	117797
Rise Structural Associates inc	Structural Assessment 67 main st Ellendale	2,210.00	117798
Schnell Gary	JDA Meeting mileage	40.20	117799
Seyer Brian	JDA Meeting Mileage	41.54	117800
Brad Hompe	Detention center assessment research	5,000.00	117801
Vanguard Appraisal INC	Annual Service- Special Appraisal Services	205.00	117802
AT&T Mobility	Courthouse, PIO, Road, Weed Board, 911-Phone Bills	773.68	117803
Dakota Plains Credit Union	Election supplies, Office supplies, Lock Box for Wilson dam, Chemical meter- weed board	582.17	117804

Dakota Valley Electric Coop	Wilsom Dam Utilities, Guelph Tower Utilities	118.00	117805
Montana Dakota Utilities	Courthouse, Hwy Shop, Weed Board Building Utilities	2,363.43	117806
Human Services	Monthly Expenses	8,565.29	117807-117814
Oldernes Melinda	Election School and day	232.50	117815
ND Water Users Association	Dues	1,000.00	117816
Dakota Improvement	Maintenance	750.00	117817
Dakota Improvement	Maintenance	11,478.00	117818
Ohnstad Twichell PC	Legal Fees	2,662.18	117819
Ohnstad Twichell PC	Legal Fees	245.71	117820
Southeast Water Users	Lost instrument for check 116022	56.53	117821
Uecker Lauri	Election school and mileage	42.21	117822
ND Public Employees Retirement	Retirement	24,439.32	117823
ND Public Employees Retirement	Retirement	3,504.62	117824
ND Public Employees Retirement	Def Comp	1,664.00	117825
ND Public Employees Retirement	Def comp hd	528.00	117826
Wex Health Inc	Flex	1,060.83	117827
ND Public Employees Retirement	HSA	671.14	117828
Aflac	Cancer	2,271.84	117829
Delta Dental Plan of MN	Dental	2,330.10	117830
Ameritas Life Insurance Corp	Vision	419.44	117831
ND Child Support Division	Garnish	200.00	117832

---

Wanda Sheppard, Auditor

---

Jerry Walsh, Chairman