

**Commissioner Meeting  
July 2, 2024**

Chair Jerry Walsh called the meeting to order at 9:08 am. Commissioners John Hokana, Brandon Carlson, Kacey Holm, and Marke Roberts were also present. Auditor Sheppard was also present. The media was not present. The Pledge of Allegiance was recited. Also present were Applied Digital representatives Andrea Mirele and Nick Phillips, and residents Cindy Bagley and Jeremy Sitzler. Justice Consulting representative Brad Hompe, Clerk of Court Andi Schimke, Sheriff's office personnel, Health District employee Amber Miller were present via electronic means.

Agenda

- County line haying
- Garrison Diversion meeting
- Property tax measure
- New map from Summit
- The Village
- DustPods
- Detention conversation update
- CDL training grant

Walsh contacted Summit Carbon Solutions representative Charlie Adam on the phone to request reroutes in Dickey County that have been proposed for the pipeline. Adams stated there have been some adjustments, but nothing major. Adam will e-mail the map. The timeline looks to have construction early fall or late summer in 2025.

Residents Justin, Missy, and Richard Lyke joined the meeting at 9:20. Treasurer Wonada Lematta and States Attorney Kim Radermacher joined the meeting at 9:25.

Roberts made a motion to approve the minutes from June 18<sup>th</sup>. Carlson seconded. After some discussion, Roberts and Carlson withdrew their motions. Sheppard will add a section on the Covid topic Walsh discussed at the last meeting. The minutes will be approved at the next meeting.

Sheppard requested the addition of a voucher for postage for the postage machine of \$4,000 and a voucher for utilities to the City of Ellendale in the amount of 902.92. Carlson made a motion to approve the vouchers with the additions. Holm seconded. Roll call was unanimous. Motion carried.

Recorder Kelly Schmidt joined the meeting at 9:30. Schmidt would like to take part in the internship program that the Ellendale Public School is starting. Discussion followed about other offices also working with the program. The students can work during the school hours at no cost to the county. Lematta and Sheppard stated they would be interested as well. Schmidt will look more into it.

Brad Hompe with Jail & Justice Consulting discussed the potential detention center in Dickey County. Discussion included possible counties surrounding Dickey County that would be interested in the project. At the 5-County meeting, Walsh and Carlson found out that Richland County is currently working to put up a new detention center. Hompe would like a committee to pull the information needed to put together a quote on an analysis of the county and the need for a detention center. Hompe felt it should be seen as a rezone facility. Avenues to financing was discussed, as there is no grant money, bonding is the usual source of funding for projects such as this. Carlson will be Hompe's main contact. Bagley and Sheppard will also work with Hompe on the analysis.

Resident Thor Sand joined the meeting at 10:08 via electronic means. Resident Victor Lagodinski joined the meeting at 10:15.

Hokana made a motion to open the lawn mower bid hearing at 10:17. Holm seconded. Motion carried.

Eleven bids were received and are on file at the Auditors Office. Carlson made a motion to accept the bid in the amount of \$6,600 from Bryce Knowlen. Holm seconded. Schimke asked that the Commission to not sell the mower, which could be used to mow at Wilson Dam. Roll call was Hokana no; Holm yes; Roberts yes; Walsh no; Carlson yes. Motion carried.

Holm made a motion to close the mower bid hearing. Hokana seconded. Motion carried.

Holm made a motion to open the abandoned railroad property bid hearing. Carlson seconded. Motion carried.

One bid was received for parcel number 07210001, located in the SW1/4 of 19-132-63. A bid in the amount of \$1,000 was received from Victor Lagodinski.

Hokana made a motion to accept the bid from Lagodinski in the amount of \$1,000. Carlson seconded. Roll call was unanimous. Motion carried.

Holm made a motion to close the abandoned railroad property bid hearing. Carlson seconded. Motion carried.

Phillips updated the Commission on activity at Applied Digital. Phillips stated there will be temporary housing set up three miles north of the current site by Target Hospitality. A developer has purchased twenty lots on the southside of Ellendale. There should be temporary housing there in September or October. Roberts asked about security at the temporary housing. Phillips stated that Target Hospitality has strict rules and will remove individuals if they do not abide by the rules. Phillips

stated they have some concern on the speed on Highway 11 with the heavy truck traffic. ND DOT feels the speed is appropriate. When questioned on the amount of time that Applied Digital will be here, Phillips stated that they are in the process of signing a 15-year lease with a new tenant in the new building.

DES/911 Coordinator Charlie Russell and Highway Superintendent Jeff Hagen joined at 10:45. Sheriff Chris Estes joined at 10:50.

The meeting went into recess at 10:58 and reconvened at 11:03. KLJ Engineer Bryan Tykwinski joined the meeting at 11:05 via electronic means.

Lematta updated the Commission on a \$1,000,000 CD that is maturing July 5<sup>th</sup>. Lematta presented interest rates submitted by local financial institutions. The highest rate is at the Dakota Plains Credit Union at 5.5% interest on a 6-month CD. Carlson made a motion to purchase two \$500,000 CDs at Dakota Plains Credit Union at 5.5% interest for 6 months. Holm seconded. Roll call was unanimous. Motion carried. Lematta discussed a CD with the Job Development Authority that is set to mature that can't be cashed out as the loan the CD is collateral for does not expire for another 2 years. Roberts made a motion to put the CD into a higher earning CD and have the JDA board check into the need for the CD. Holm seconded. Roll call was unanimous. Motion carried.

Hagen discussed with the Commission on the use of the Dustpod product. A water truck will need to be rented, along with a roller. A representative from Dustpods will be here when the product is first going to be used. Hagen feels that east on County Road 5 to test the product. People that live in that area should be made aware of it ahead of time. Hagen stated that he may also buy water from someone along that road.

Hagen has received a request for the county to sell the 1993 International truck that is no longer being used. Hagen will get pictures and get them to Administrative Assistant Amy Mittleider to advertise the sale of the truck.

Hagen stated that the gravel budget has been used up. Commission stated to stop the contractor. Hagen should use the county equipment to haul for the rest of the year.

The North Dakota State Radio Memorandum of Agreement was discussed. Hokana made a motion to sign the agreement. Holm seconded. Roll call was unanimous. Motion carried.

Walsh updated the Commission on the South Country Human Services Zone meeting. The office space used in Oakes has been sold and the office space is not being replaced.

Walsh informed the Commission of a liquor license transfer application for Pheasant Lanes that the Sherriff and the township had already approved.

Administrative Assistant Amy Mittleider joined the meeting to discuss zoning and grants. Roberts asked for an update on the South Central Dakota Regional Council work with zoning. Mittleider stated the vendor needs responses back from township surveys that had been sent out. At this point, SCDRC is waiting for the first contractor before their part of the process can be completed.

Mittleider requested clarification from the Commission on whose responsibility it will be to cover the cost of CDL training that is not covered by the grant Mittleider is applying for. The Commission stated the student will be responsible for the difference.

The meeting went into recess at 12:00 and returned at 1:00.

The following people joined the meeting: SouthEast Water Users board member Jeff Breker, Jay Anderson, a Ransom County Garrison Diversion representative, consultant Steve Burian, Water Resource Board chairman Steve Hanson, Ellendale City Auditor Nicolle Kempf, Applied Digital representatives Andrea Mirele and Zach Stevens, Ellendale City Mayor Don Flaherty, and Clerk of Court Andi Schimke.

Breker discussed the project and the need to have these meetings to get the information out about the project. The cost of the project is approximately \$1.26 billion.

Ellendale city employees Candy Middlestead and Jim Monroe joined the meeting at 1:08.

The plan is that water is coming south from Cooperstown through the Sheyenne River. The water would come through Lisbon to Ellendale. Hansen asked why the water is not brought through the James River, instead of the Sheyenne. Burian stated that Jamestown was not open to it at the beginning, but their opinion has softened to the project. Hansen also asked about the use for irrigation. Discussion included the involvement of SouthEast Water Users in the project.

SouthEast Water Users board member Chuck Glynn joined the meeting at 1:50. A cooperative agreement between Dickey County, the cities of Oakes and Ellendale, and the SouthEast Water Users would need to be put together. Regional meetings to get all those involved will need to be set up.

Estes discussed the building purchased and the status of closing on that property. Sheppard will check with the County Abstract office about setting up a closing date.

Estes requested the purchase of a trailer for the side by side. A quote in the amount of \$5,975 has been received. The Commission asked that Estes check locally and bring to the next meeting.

Holm made a motion to adjourn at 2:20.

Chair Jerry Walsh called the meeting to order at 10:10 am. Commissioners John Hokana, Brandon Carlson, and Marke Roberts were also present. Auditor Sheppard was also present. The media was not present. The Pledge of Allegiance was recited. States Attorney Kim Radermacher was in attendance via electronic means and resident Cindy Bagley was in attendance.

#### Agenda

- County Road 14A drain
- Quote for detention center analysis
- Musland gravel pit
- Target Hospitality

Deputy Clerk of Court Cresta Miller, Tax Director Don Flaherty, and resident Don Meidinger joined the meeting at 10:15.

Carlson made a motion to approve the amended minutes from the June 18<sup>th</sup> meeting. Roberts seconded. Motion carried. Roberts made a motion to approve the amended minutes from the July 2<sup>nd</sup> meeting. Hokana seconded. Motion carried.

Sheppard requested the addition of one voucher in the amount of \$275 for assessor dues and conference fees for the Tax Equalization office. Carlson made a motion to pay the vouchers submitted, including the addition of \$275. Roberts seconded. Roll call was unanimous. Motion carried.

Hokana made a motion to approve the June 2024 financial statement. Carlson seconded. Roll call was unanimous. Motion carried.

Miller reviewed the budget for Risk Management for 2025.

DCSO personnel, Clerk of Court Andi Schimke, Health District personnel, and two Dickey County residents joined the meeting via electronic means.

Meidinger requested the removal of some dead trees and shrubs so that a house can be moved in at Pheasant Lake that are located on County Park property. The house mover would like to move the house in the next two weeks, Meidinger has the equipment to remove the roots and will reseed the grass in the area. Tress replanting would need to occur next spring. Hokana made a motion to approve the project, with reseeding and leveling of the area be completed by Meidinger. Roberts seconded. Commissioners requested Park Board Chair Schimke monitor the project. Replacement of the trees will be discussed later. Roll call was unanimous. Motion carried.

Highway Superintendent Jeff Hagen, DES/911 Coordinator Charlie Russell, and Sheriff Chris Estes joined the meeting at 10:45. Treasurer Wonada Lematta and Ellendale Township Officer Joel Hamar joined the meeting at 10:48.

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

Flaherty presented seven properties, involving six taxpayers. Parcels include new construction not completed, an open lot, and parcel purchased from Oakes Enhancement. Flaherty stated he has not received any comments on these parcels. Carlson made a motion to approve the omitted taxes. Hokana seconded. Roll call was unanimous. Motion carried.

Carlson made a motion to close the omitted tax hearing. Roberts seconded. Motion carried.

Carlson updated the Commission on the meeting held with Jail & Justice Consulting representative Brad Hompe concerning the next steps with the proposed detention center. A quote in the amount of \$5,000 has been received for an assessment to be completed. After some discussion, Carlson made a motion to approve the quote of \$5,000 to complete a feasibility study on a detention center in Dickey County. Hokana seconded. Roll call was unanimous. Motion carried.

Bagley discussed with the Commission the next steps on the storage building for the Sheriff's office and the Highway Department. The steel on the building is loose and coming off the building. A decision was made that the steel should be replaced and not reused. A decision was made to put an advertisement in the paper to have all the steel and large door removed. Disposal of the steel and door are the responsibility of the bidder. The bid date of August 6<sup>th</sup> was set, and the advertisement will run in the newspaper for 2 weeks. The job will need to be completed by September 30<sup>th</sup>.

Hagen presented a utility permit from Tim Forward for running an 18-inch pipe under County Road #5 in sections 17 and 20. Carlson made a motion to approve the permit. Roberts seconded. Roll call was unanimous. Motion carried.

Hagen reported that the gravel and rock the county has in the Musland gravel pit needs to be removed by August 31<sup>st</sup>. Gravel should be done, but the rock removal may be difficult to get done by August 31<sup>st</sup>. Hagen stated that Dakota Improvement is available to help, if needed. Placement of the rock was discussed. Hagen will check with KLJ Engineering about surveying the gravel pit the county owns in that same section.

Administrative Assistant Monica Pakonen joined the meeting via electronic means at 11:16.

Hagen gave an update on the drain installed on County Road 14A, which is now completed. There is a slough just east of the drain where the water is almost across the road, as well. The Commission may want to consider pumping that water into the drain on County Road 14A.

Ellendale Township supervisor Jerry Rekow joined the meeting at 11:30.

Hamar discussed the LoadPass program that Ellendale Township is using, along with Dickey County. An agreement has not gone out to the townships, but the agreement is being worked on. Hamar is asking for clarification as to the amount of money the county receives for the permits of Ellendale Township. Ellendale Township Board suggest a 95%/5% split. The Commissioners suggest 80%/20%. The cost for the county is higher in 2024, so the percentage should be higher in 2024 but revisited in 2025. Roberts made a motion to split the proceeds 10% to the county and 90% to the permitting township. Hokana seconded. After some discussion, roll call was Roberts yes; Walsh no; Carlson no; Hokana yes. Motion failed. Carlson made a motion to split the proceeds 20% to the county and 80% to the permitting township. Walsh seconded. Roll call was Carlson yes; Roberts no; Walsh yes; Hokana no. Motion failed. The topic will be added to the August 6<sup>th</sup> meeting.

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

The following people were in attendance via electronic means: Pertento Partners LLP representative Curt Boulanger, Applied Digital representative Nick Phillips, Target Hospitality representatives Bob Greaves, Brad Archer, Danny Handshoe, Greg Hauck, Shelby Shaw, and John Wolf. landowners and residents Joel Durheim, and Gary Dathe were also in attendance via electronic means. Applied Digital employees Martin Vegg Jr. and Andrea Mireles, Dickey County Leader editor Ken Smith, Ellendale Township Supervisors Joel Hamar and Jerry Rekow, Sheriff Chris Estes, Commissioner Kacey Holm, and resident Cindy Bagley were also in attendance.

Greaves thanked the Commission for allowing the group to come and discuss Target Hospitality. The increase in staffing and contractors at the Applied Digital site was discussed. Target Hospitality staff discussed guidelines for workers staying at their locations. There is no alcohol allowed, no guests allowed, and activities that do not fit within their guidelines can cause a person to be kicked out of the workforce housing. Staff from Target Hospitality are on-site 24 hours a day. Target Hospitality has eight locations currently in North Dakota.

Roberts asked about after hour activities offered to those staying at the workforce housing. Representatives stated there is a recreation area and work out area for those staying there. Sheriff Estes asked about medical staffing on site. Representatives stated that it is offered at the site.

The question of when contraction would start was discussed and the planned size of the site. The number of units has not been decided at this time. The maximum size would be 244 beds, which each pod holds 5 bedrooms. Construction has not been decided at this time.

The question of sanitary and water issues was discussed. Water is from local principality, extending to the site and they are currently working with the state of North Dakota on the issue of sanitary needs. The effect of the demand for additional water on local homes was discussed. The site has water storage on site, which could be filled during off-peak times to help with the problem if needed.

Walsh mentioned phone calls of concern from residents concerning traffic on Highway 11 because of the hauling of gravel and contract workers. Phillips stated that he has contacted ND DOT about options for that corner. Discussions have also involved sending traffic further north and then east to Highway 281.

Vegg thanked the group for allowing them to present the information to the Commission.

Estes discussed the need for the purchase of a trailer for hauling the ATV and the prices found in calling vendors. Carlson made a motion to purchase a trailer from Extreme Sales in the amount of \$8,430. Hokana seconded. Roll call was unanimous. Motion carried.

Estes has been in contact with ND DOT about placing a light at the intersection of Highway 11 and 87<sup>th</sup> Avenue. Trucks are running five days a week and contractors are working the weekend.

Deputy Auditor Stormy Bertsch joined the meeting at 2:33.

States Attorney Kim Radermacher joined the meeting at 2:30. Radermacher reviewed the States Attorney budget with the Commission.

Tax Director Don Flaherty joined the meeting to review the Tax Director budget and the Detailed Soils budget.

Recorder Kelly Schmidt joined the meeting at 2:45 to review the County Recorder and the Document Preservation budget. Discussion included the amount of travel and training included in these budgets. Schmidt stated training is important for all staff. Discussion followed about the internship program with Ellendale Public School. Commission agree that the program would be great, with no cost to the county.

DES/911 Coordinator Charlie Russell joined the meeting at 3:10 to discuss the DES, 911, County Hazard, HLS, and FEMA budgets. Discussion included the increase in the cost of using ND State Radio as the dispatch center.

Sheppard reviewed the following budgets with the Commissioners: Commissioner, Auditor, Election, Coroner, Health Officer, Yorktown Maple Drain, and Planning Board.

Sheppard presented a letter for signature from Chair Walsh to complete the grant for CDL training in Dickey County. Roberts made a motion to have Walsh sign the letter. Holm seconded. Motion carried.

Holm made a motion to adjourn at 4:25.

**Commissioner Meeting  
July 17, 2024**

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

S Hansen reviewed the Dickey County Drain #1 budget that continues to collect the maximum allowed yearly amount for those affected by the drain. The money is used to continue cleaning the drain so the drain works as it should.

Highway Superintendent Jeff Hagen joined the meeting at 9:10.

S Hansen reviewed the Oakes Pilot Drain that currently is not collecting maintenance money from those affected by the drain. There is currently enough money to do any maintenance on the drain.

S Hansen reviewed the Water Resource Board budget. The amount requested for travel and legal fees have increased due to meetings Hansen will need to attend in Bismarck specifically during legislative session.

Yorktown Improvement drain maintenance fund and the bond fund for the drain were reviewed. S Hansen stated a large payment was made on the bond and therefore speeding up the payoff of the bond. There is no drain maintenance being collected at this time.

Health District Administrator Roxanne Holm, Clerk of Court Andi Schimke, Treasurer Wonada Lematta, and Recorder Kelly Schmidt joined the meeting at 9:50 to discuss the findings and recommendations of the salary committee.

K Holm stated he was impressed with the committee and how they worked together to compile the information presented. Those involved on the committee included Chris Estes, Don Flaherty, Jeff Hagen, Roxanne Holm, Breana Kiser, Wonada Lematta, Kim Radermacher, Andi Schimke, and Wanda Sheppard.

The Salary Committee reviewed the proposed changes for vacation benefits, the carry-over of employee sick time and vacation time, and the start date for increases in pay. The Committee is requesting the county use the same rate of vacation accrual as the state of North Dakota. The request for carry-over extends the carry-over total closer to FMLA leave allowance, which is twelve weeks. The start date for increases in pay would be changed to January 1<sup>st</sup> of each year, unless hired after October 1<sup>st</sup>. If hired after October 1<sup>st</sup>, the employee would wait until the start of the following year before receiving a raise. A revised pay scale was presented, allowing employees to receive wage increases for length of service. The Commission will review the proposed information and a decision will be made before the preliminary budget is approved.

Weed Board Secretary Amy Sand and Weed Officer Terry Weis joined the meeting at 10:25 to review the Weed Board budget. Sand gave a presentation of a project they are currently working on with the placement of leafy spurge beetles in bad spots in the county.

Administrative Assistant Monica Pakonen, Sheriff's Office personnel, and Health District employee Amber Miller joined the meeting via electronic means at 10:30.

Health District Administrator Roxanne Holm joined the meeting at 10:45. K Holm recognized the Health District employees for their work at the county fair. The Health District budget was reviewed. R Holm informed the Commission that three grants normally received have been discontinued.

Clerk of Court Andi Schimke and Sheriff Chris Estes joined the meeting at 11:00.

Schimke reviewed the Clerk of Court budget and a portion of the grant budget. Discussion included the replacement of a printer and the grant work to be done in the Courtroom area. The reduction in reimbursement for the Clerk of Court services was also discussed.

As Park Board Chair, Schimke presented the County Park budget. Discussion followed concerning any work to be completed in the parks, and if any grants will be applied for in 2025. Schimke asked that a letter be sent signed by the Commission requesting all paperwork from the past President of the Park Board. Sheppard has sent a request for the information but has not received anything. After some discussion, Schimke will ask States Attorney Radermacher to send a letter on behalf of the Commission.

The meeting went into recess at 12:00 and returned at 1:00.

Family and Community Wellness Agent Danielle Dinger joined the meeting to discuss the 4-H Achievement budget, the Family Community Wellness budget, and the County Agent budget. Discussion included the increase in hours for the Administrative Assistant that is requested. Commission asked that County Agent Breana Kiser and Dinger come to the August 6<sup>th</sup> meeting to show the justification for a full-time position in that roll.

Sheriff Chris Estes joined the meeting at 1:15. Estes reviewed the Sheriff budget, the 24/7 budget, and the Capital Projects budget. Discussion included the time frame for replacing the patrol cars and the storage building.

Custodian Scott Peterson joined the meeting at 1:45 to review the Custodian budget.

Veterans Service Officer (VSO) Jean Haakenson joined the meeting at 2:00 to review the VSO budget. Haakenson updated the Commission on the plan to have two individuals from the Fargo office coming to help Haakenson with meetings to help specifically for widows. Haakenson is requesting some assistance with organizing and getting paperwork done. Haakenson is requesting ten additional hours a week for herself and ten hours for an administrative assistant for three months. The administrative assistant will drive the van for half of that time, so that cost is covered by the grant for the van. Discussion followed about if the need for additional hours was only for 2024 or would the additional hours be needed in 2025 as well. Holm made a motion to allow Haakenson ten additional hours a week and ten hours for an assistant for a maximum of 120 hours each, with 60 hours of the assistant covered by the van grant. Roberts seconded. Roll call was unanimous. Motion carried.

Treasurer Wonada Lematta joined the meeting at 2:35 and reviewed the Treasurer budget.

Hokana stated that the Chair of the Commission should receive additional pay, as there is more required of them. Hokana made a motion to pay the Chair an additional \$200 per month starting January 1, 2025. Roberts seconded. Discussion included rotating the position on a yearly basis, instead of every two years. Roll call was unanimous. Motion carried.

Walsh requested an addition to the County Park budget of \$250 for signs.

Highway Superintendent Jeff Hagen joined the meeting at 2:45 to review the Road budget and the Prairie Dog Fund budget. Holm thanked Hagen for the assistance given during fair time. Discussion included the amount of money spent on gravel hauling and if the budget should be increased. A revision was made to the service contracts for a contract signed with Climate Control for the maintenance of heating and air conditioning in the building. The purchase of additional equipment was also discussed.

Sheppard reviewed with the Commission the budgets listed below:

County Maintenance	Oasis
Social Services Indirect Costs	Planning Board

Holm reviewed the Fair budget. Holm updated the Commission on the Fair. A new building is included in the budget, which they will also receive grant money to cover some of the cost.

Sheppard reviewed with the Commission the budgets listed below:

Civil asset forfeiture fund	Special Assessments
Emergency fund	LATCF
Federal funds	Basement project bond
State medical	Garrison Diversion
James River Soil Conservation	County Airport
County Historical	Senior Citizen
County Ambulance	

A special meeting was set for July 31<sup>st</sup> at 9:00 to finish reviewing budgets and for salary discussion.

Carlson made a motion to adjourn at 4:30 pm.

### **Special Budget Meeting July 31, 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 was also present. The media was not present. The Pledge of Allegiance was recited.

Items presented by the salary committee on July 17<sup>th</sup> were reviewed and discussed.

In the past, the maximum amount of vacation leave that could be carried over into the next year was 120 hours. The Salary Committee is requesting this be changed to allow an employee to carry over the amount of vacation that the employee accrued that year. Holm made a motion to change the amount allowed to carry over, starting January 1, 2025, to be the amount of vacation accrued that year. Roberts seconded. Roll call was unanimous. Motion carried.

The second request of the Salary Committee was to allow the maximum sick leave hours an employee can bank be increased to 360 hours, from the current amount allowed of 240 hours. This would assist employees needing extended time for Family Medical Leave Act (FMLA) issues. FMLA allows an employee to be gone for medical reasons for twelve weeks, without endangering the employees' employment. At the current 240 hours, the employees are short hours to cover those twelve weeks. Carlson made a motion to increase the hours that can be retained for sick time from 240 to 360 hours, before any leave is converted to vacation time. Hokana seconded. Roll call was Carlson yes; Hokana yes; Holm yes; Roberts yes; Walsh no. Motion carried. The effective date of this change is January 1, 2025.

Clerk of Court Andi Schimke joined the meeting at 9:32.

The third request of the Salary Committee was to remove the timing of salary step increases to the month following the date of hire and have all increases effective January 1<sup>st</sup>. Those employees that are hired October 1<sup>st</sup> or later will not receive a step increase until having worked for the county for over a year. All increases will take effect January 1<sup>st</sup>, other than the new hires Roberts made a motion to change the timing of raises to January 1<sup>st</sup> for all employees, except for new employees starting October

1<sup>st</sup> or later, requiring them to wait additional months to the beginning of the following year for step increases. Holm seconded. Roll call was unanimous. Motion carried. This takes effect January 1, 2025.

The fourth request of the Salary Committee was to increase the amount of vacation an employee accrues by matching the vacation days the State of North Dakota allows for employees. After some discussion, Walsh asked for a motion on the proposed change in vacation hours accrual each year based on the number of years an employee has worked but no motion was made.

The Salary Committee had presented a proposed change in the salary schedule, which included an increase based on years of service after the employee is no longer on the salary schedule. The schedule was also increased from eight steps to sixteen steps. Discussion included whether sixteen steps were better or if it is left at 8 steps. The concern was that the pattern of increased raises at the beginning of the scale was continued on the new scale, which it was. Discussion included that it is not steps for years of service but should be granted based on performance. No motion was made.

The meeting went into recess at 10:18 and returned at 10:23.

Holm made a motion to adopt the scale with sixteen steps presented by the Salary Committee with an additional \$25 per year of service for anyone currently employed that has been here longer than sixteen years. Hokana seconded. Roll call was Carlson yes; Hokana yes; Holm no; Roberts no; Walsh no. Motion was defeated.

Roberts made a motion to maintain the eight step plan, giving those off the chart an additional \$500 added to the current year's salary. Holm seconded. Roll call vote was unanimous. Motion carried.

Carlson made a motion to set the adjustment for a cost-of-living adjustment for 2025 at 3.3%, which was reported on the Department of Labor's website. Roberts seconded. Roll call was unanimous. Motion carried.

Discussion followed concerned the difficulty in hiring new deputies for the Sheriff's office. The current chart has the market point for a Sheriff's deputy at \$51,461. Hokana made a motion to change the market point to 54,067 for patrol deputies. Holm seconded. After some discussion, Hokana retracts his motion.

Hokana made a motion to change the market point to \$56,804 for patrol deputies. Carlson seconded. Roll call was Holm no; Roberts no; Walsh yes; Carlson no; Hokana yes. Motion was defeated.

Carlson made a motion to change the market point to \$54,067 for patrol deputies. Holm seconded. Roll call was Hokana yes; Holm yes; Roberts no; Walsh yes; Carlson yes. Motion carried.

County Agent Breana Kiser joined the meeting at 11:40 to review her County Agent budget, as there were questions from the earlier review of the budget. The current budget includes increasing the county agent's administrative assistant to full time. Carlson made a motion to increase the administrative assistant position to full time. Hokana seconded. Roll call was Hokana yes; Carlson no; Walsh yes; Roberts yes; Holm no. Motion carried.

The meeting went into lunch recess at 11:57 and returned at 1:05.

Deputy Clerk of Court Cresta Miller joined the meeting at 1:05.

Highway Superintendent Jeff Hagen Joined the meeting at 1:10 to discuss changes made in the Road and Bridge budget to meet the limitations of the mill levy limitation schedule.

The Commission reviewed all budgets to locate any items that may want to be readdressed.

The Auditor's budget was decreased because of the cost of scanning the road projects information, as the pricing was too high, and a slight decrease in travel.

The Commissioners would like to speak with Recorder Schmidt on travel and technology costs included in that budget. The Commissioners would like feedback from Tax Director Flaherty on the cost of travel on that budget.

Walsh discussed with the Commission about his concerns with the EAP program the county has with The Village, which is included in the county maintenance budget. That item could be taken from the budget, if needed.

The Commission would like to speak with Sheriff Estes about cuts made to his budget for the purchase of a new vehicle in 2025. Overtime was decreased in 2025 and salary in 2024 was reduced due to the unlikelihood of hiring a third deputy before the end of 2024.

The Commissioners are requesting DES/911 Coordinator reduce his DES budget by \$2,000.

The amount of revenue assumed in 2025 for Interest received was discussed. It is a hard thing to project as there is uncertainty of interest rates now and in the future.

The Capital Projects budget was discussed. The cost of cleaning the outside of the building of \$45,955 was reduced to \$25,000 and will be completed in 2026. Any changes to the budget for the new storage building will be discussed August 6<sup>th</sup> during the final budget meeting.

A recess was taken at 3:17, returning at 3:22.

The Job Development Authority budget was reviewed. Discussion followed concerning the use of grant money. The Commission would like the Board to use loans only, which are usually low interest or zero interest bearing loans. The topic of buying down interest on current loans would be good. The Garrison Diversion water project was included in the budget.

In reviewing the Weed Board budget, Carlson stated that the machinery/equipment line for 2025 in the amount of \$7,500 can be removed.

Sheppard will send out the information to the offices that are affected by the cuts in budgets to make the department head/Board know of the changes. The information will include the time of the meeting where the budget will be discussed if they would like to attend to discuss any cuts made.

Carlson made a motion to adjourn at 4:30.

Salaries

\$192,987.34 62016-62117

Cities, schools, Townships	Cities, Schools, Townships	45,548.09	116792 - 116832
Human Services	Monthly Expenses	5,145.72	116833 - 116844
Amazon Capital Service	Office Supplies	355.68	116845
Carlson Brandon	Mileage	162.81	116846
Cole Paper	Janitor Supplies	662.68	116847
Dickey County Hwy Dept	Des Truck Gasoline	141.89	116848
Dickey County Hwy Dept	Gasoline for Law Enforcement Vehicles	1,501.08	116849
Dickey County Leader	County Property Bid, Mower, Mins- May, June	828.96	116850
Dinger Danielle	Registration Fee Refund	175.00	116851
Election Systems & Software INC	Pre- Marked Test Ballots	75.91	116852
Farm & Home Publishers LTD	Printed FHP Books	620.00	116853
Graham Tire CO	Tires for ford explorer- county car	707.12	116854
Holm Kacey	Mileage	39.53	116855
Inman Irrigation	Repair Lawn Sprinkler System	918.55	116856
Innovative Office Solutions LLC	Office Supplies	57.56	116857
Jarman's Water Systems	3 Months' Rent water Softener	195.00	116858
Matador Detailing	Detailing of both county vehicles	533.00	116859
Mid- States Organized Crime	Void	-	116860
Miller's Fresh Foods	Office Supplies	65.30	116861
Modern Marketing	Drug Test Pouch Test	148.40	116862
Montana Dakota Utilities	Park Lighting	91.29	116863
Postmaster- Ellendale	Box Renewal for Treasurer Office	154.00	116864
Quadiant Finance USA, Inc	Added Postage	4,000.00	116865
Q & N Corporation	Printer Ink	93.99	116866
Q & N Corporation	24' Monitor, Dropbox plus, Monthly Service Agreement, Fujitsu Scanner Maintenance	2,973.99	116867
Relentless LLC DBA Desert	Training	768.90	116868
Starion Insurance Agency	Premium, added tractor and farm loader	20,161.00	116869
Steven Lust Automotive	Oil Change on Tahoe	82.15	116870
Wald Lori	Recorders Convention- Mileage and meals	345.94	116871
Wall Darell	Canvas Board Meeting	44.74	116872
Wagner Valerie	Canvas Board Meeting	30.00	116873
Ellendale City Auditor	City Clay Porter twp. sec 2-3	200.00	116874
Fastenal Company	3/8x2x1/8 zinc fender	223.00	116875
KLJ Engineering LLC	DC Hwy 12 Widening	1,503.63	116876
Q & N Corporation	Microsoft Office 2021 Business	269.00	116877
Retzlaff R Trucking LLC	Gravel Hauled	57,910.15	116878
Steinwand Marlon	Royalties	185.48	116879
Barnes County Corrections	Held Inmate	3,429.92	116880
Jamestown Regional Medical Center	Medical bill for inmate	654.08	116881



Advanced Business Methods	Copier Cost	562.60	116882
Amazon Capital Service	Office Supplies, Proposed Projects	473.32	116883
North Dakota State University	Office supplies	191.30	116884
Gemar Justin	Mileage	14.74	116885
Hansen Stephen	Mileage	167.50	116886
John Quandt	Mileage	10.05	116887
Moore Engineering INC	Engineering Consultant	307.50	116888
West Shore Service INC	Repair to Siren	595.45	116889
AT&T Mobility	Phone Bill	777.48	116890
Dickey County Hwy Dept	Mileage	114.97	116891
Ellendale City Auditor	Courthouse, Sprinklers, Park, Hwy shop, Weed Board Building- Utilities	902.92	116892
ND Public Employees Retirement	BCBS	45,846.72	116893
ND Public Employees Retirement	Life Ins	448.04	116894
ND Public Employees Retirement	BCBS- HD	8,223.10	116895
ND Public Employees Retirement	Dental	445.36	116896
ND Public Employees Retirement	Life INS- HD	126.26	116897
Dickey & Lamore County Abstract	Purchase Agreement- land	32,353.12	116898
ND Public Employees Retirement	Def Comp	1,664.00	116899
ND Public Employees Retirement	Def Comp HD	528.00	116900
Wex Health INC	Flex	1,060.83	116901
ND Public Employees Retirement	HSA	671.14	116902
Community Volunteer EMS of LaMoure	Ambulance SAD	58.11	116903
Kulm Ambulance Corps Inc. C/O Jennifer McDermid	Ambulance SAD	72.09	116904
Edgeley Ambulance Service	Ambulance SAD	47.64	116905
Oakes Volunteer Ambulance Service	Ambulance SAD	482.93	116906
Ellendale City Auditor	Airport, SAD, Ambulance	985.96	116907
Oakes City	Airport, SAD	184.58	116908
Garrison Diversion	Collections, SAD	546.19	116909
James River Soil Conservation	Collections, SAD	548.56	116910
Ellendale Fire	Collections, SAD	576.73	116911
Oakes Fire	Collections, SAD	118.06	116912
Dickey County Senior Citizens	Collections, SAD	411.04	116913
Dickey County Historical	Collections, SAD	102.80	116914
Kedish House	Grant Money	803.08	116915
State Treasurer	State Medical, Clerk of Court Fees	216.46	116916
Dickey County Treasurer	Clerk of Court Fees	660.00	116917
Wex Health INC	Cancer	50.00	116918
Human Services	Monthly Expenses	3,145.08	116919
			-
			116924

Avid Hawk LLC	Domain Renewal	25.00	116925
Blumhardt Chevrolet	Oil Changes on Both county Cars	174.26	116926
Central Business Systems INC	Human Services Half of Printing Cost	84.81	116927
Dakota Electronics	Handheld Radio Battery	144.50	116928
Dakota Plains Credit Union	Gasoline for Law Enforcement Vehicles	83.71	116929
Farmers Union Oil Co	Parts	191.98	116930
Information Technology Dept	Tech Fees	1,586.70	116931
Mertz Const & Supply	Paint	26.88	116932
NDAAO	Conference Reg, NDAAO Membership Fee	275.00	116933
Q & N Corporation	Taxation Workstation	1,695.00	116934
Q & N Corporation	SD Card	12.99	116935
Quadient Finance USA, Inc	Lease Payment Postage Machine	294.99	116936
Rodningen Rod	Work on Parcel 11086000 and Mileage	94.68	116937
Vestis	Rug Services	145.56	116938
Agtegra Oakes	Fuel for the Hwy Dept	1,206.95	116939
Bear Creek Gravel LLC	Gravel Loading	1,493.20	116940
B&K Murphy Plumbing Heating & Cooling AC	Install Water Heater and Sink, Water lines	2,216.03	116941
Dakota Plains Credit Union	Office Supplies	231.53	116942
Dakota Valley Electric Coop	West Shop Utilities	461.00	116943
Ecolab Pest Elimination Division	Pest Control	103.49	116944
Economy Oil Co	Fuel Oakes Shop	1,933.99	116945
Ellendale True Value	Fuel/ Oil, Shop Supplies	118.06	116946
Farmers Union Oil Co	Fuel for West Shop Tank	1,429.12	116947
Fullerton City Auditor	Fullerton Shop Utilities	20.00	116948
Lorena's Cleaning Serv	July Cleaning	400.00	11649
Mertz Const & Supply	Labor and Materials- walk in door Fullerton shop	1,875.00	116950
Midwest Pump & Tank	Mag Strip white, Chip Key Encoding	67.63	116951
Montana Dakota Utilities	Fullerton Shop Utilities	65.66	116952
Napa Central	Grease	74.60	116953
ND Department of Environmental Quality	Underground Tanks Renewed	525.00	116954
Oakes Truck & Trailer	8 Tires Dynatrac	3,216.08	116955
Retzlaff R Trucking LLC	Gravel Hauled	61,533.01	116956
Sign Solutions	No Fishing from Bridge Signs	447.86	116957
Southeast Water Users	West Shop Utilities	50.00	116958
Vestis	Rug Services	185.09	116959
Vestis	Rug Services	185.09	116960
Waste Management	Wast Pickup	76.08	116961
Office of Attorney General	24/7 Program	550.00	116962
Stutsman Correctional Center	Held Inmates	4,800.00	116963
Amazon Capital Service	Equip, Office Equipment	147.06	116964
Kiser Breana	Mileage	353.76	116965
Pakonen Monica	Mileage dc 4-h horse show	46.90	116966
Z's Fresh Market	Office Supplies	11.51	116967
Dickey County Hwy Dept	Gasoline for Weed Board Vehicle	479.22	16968
Dickey County Leader	Spraying Notice AD	22.40	16969
Fullerton Farmers Elevator	Chemical	2,400.00	116970

Q & N Corporation	Antivirus Software for Terry Laptop	39.99	116971
Weis Terry	Shop Supplies	172.75	116972
Dickey Rural Networks	Dickey 911 Trunks	231.00	116973
Dakota Plains Credit Union	Hotel Stay, License for County Car, Chemical Meter	591.69	116974
Dakota Valley Electric Coop	Wilsom Dam Utilities, Guelph Tower	126.00	116975
Dickey Rural Networks	Phone Bill	1,673.37	116976
Ellendale True Value	Pain, Janitor Supplies, Shop Supplies-Des, Guelph Tower Supplies	300.66	116977
Office of the Adjutant General	Lets Terminal Fee, 911 fee	22,510.12	116978
Q & N Corporation	Monitor, laptop, printer ink, monthly service agreement, weboost office 200, new sys desktop-jeff	7,082.96	116979
Professional Eyecare Center	JDA Loan	14,000.00	116980
Professional Eyecare Center	JDA Grant	5,000.00	116981
Dakota Plains Credit Union	Purchase new cd	1,000,000.00	116982
Dakota Improvement	Maintenance	750.00	116983
Ohnstad Twichell PC	Legal Fees	3,334.70	116984
ND Department of Emergency Services	Adjusted Funding De- Obligation	1,257.02	116985
ND Public Employees Retirement	Retirement	23,873.62	116986
ND Public Employees Retirement	Retirement	3,489.55	116987
ND Public Employees Retirement	Def Comp	1,664.00	116988
ND Public Employees Retirement	Def Comp	528.00	116989
ND Public Employees Retirement	Retirement HD adj	101.52	116990
Wex Health INC	Flex	1,060.83	116991
ND Public Employees Retirement	HSA	671.14	116992
AFLAC	Cancer	2,271.84	116993
Delta Dental	Dental	2,413.68	116994
Ameritas Life Insurance Corp	Vision	419.44	116995
ND Child Support Division	Garnishment	200.00	116996

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Jerry Walsh, Chairman

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Wanda Sheppard, Auditor