

**Commissioner Meeting
September 17, 2024**

Chair Jerry Walsh called the meeting to order at 9:00 am. Commissioners John Hokana, Brandon Carlson, and Marke Roberts were also present, Commissioner Kacey Holm present via electronic means. Auditor Sheppard, Applied Digital representatives Andrea Mireles and Martin Vega, and resident Cindy Bagley were also present. Sheriff's office personnel, Health District personnel, and Clerk of Court Andi Schimke were present via electronic means. The media was not present. The Pledge of Allegiance was recited.

Additions

Randy Sell and easement for trees
Ellendale Township concerning 87th Avenue and Applied Digital corner
Anliker Construction

Hokana made a motion to approve the minutes of the September 3rd meeting with corrections. Roberts seconded. Motion carried.

States Attorney Kim Radermacher joined the meeting via electronic means at 9:10.

Sheppard requested the addition of two vouchers in the amount of \$511.51 to Dakota Plains Credit Union for a credit card bill and \$490.00 to Starion Bond Services for the fee on the Yorktown Maple bond payment. Carlson made a motion to approve the vouchers as presented, with the addition of the two vouchers. Hokana seconded. Roll call was unanimous. Motion carried.

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

Walsh commended Janitorial staff Scott Peterson on the upkeep of the courthouse in preparing for the visitors from NDACo. Several of the visitors commented on the beauty of the building and landscape.

County Agent Breana Kiser joined the meeting at 9:26. Kiser presented the quarterly narrative put together by her office.

Kiser informed the Commission that the lease on their printer was up for renewal. Kiser presented the quote to replace the printer with a different printer, along with the cost of the buyout of the current printer. Carlson made a motion to approve the 60-month lease on a new printer. Roberts seconded. Roll call was unanimous. Motion carried.

Carlson updated the Commission on the use of the leafy spurge beetles placed this summer in his pasture. A change in the leafy spurge can be seen already.

Sheppard discussed with the Commission a vacuum that is at the Human Services Zone office that had originally been used in the Oakes office. Human Services doesn't need the vacuum and is requesting the authorization to donate the vacuum to a client that needs a different vacuum. Carlson made a motion to donate the vacuum to Human Services to donate it as they see fit. Roberts seconded. Roll call was unanimous. Motion carried.

Health District employee Kerry Waldo joined the meeting at 10:05 via electronic means.

Sheppard presented a form assigning the statutory duties of County Superintendent of Schools to County Recorder Kelly Schmidt. During training, Schmidt was informed that Dickey County had not filed the form. Roberts made a motion to sign the form designating Schmidt as the Superintendent of School designee for Dickey County. Carlson seconded. Motion carried.

The meeting went into recess at 10:10 and returned at 10:20.

Highway Superintendent Jeff Hagen joined the meeting at 10:20.

Sheppard presented a quote for the installation of insulation on the outside line to the heating/air conditioning units that service the Human Service office in the amount of \$428.00. Roberts made a motion to approve the quote. Carlson seconded. Roll call was unanimous. Motion carried.

Ellendale City Mayor Don Flaherty joined the meeting at 10:25. Flaherty is requesting a change in the location of a propane tank, as required by federal building codes. The propane tank will be within 200 feet of the new ambulance hall. The options for the propane tank are to move the tank so that it is not within 200 feet of the new building or build a concrete berm around the tank where it is currently located. The propane tank is used for the heating of the Human Services portion of the building. The city is asking that the tank be moved to the east or to place a berm around it. The city will pay for the work to be done. Discussion followed concerning the best option for the county. Walsh felt moving the tank was the best option. Carlson made a motion to authorize Hagen to work with the city to ensure the best option for all parties involved. Roberts seconded. The change will need to occur before heating season. Flaherty stated that the city ambulance hall project is on hold until this is completed. Roll call was Hokana yes; Roberts yes; Walsh no; Carlson yes; Holm yes. Motion carried.

Sheppard presented a revised performance review form for the Commission to review. 2024 reviews are due by December 15th and Sheppard would like to use the new form. All original subjects are still covered, but several have been combined with other subjects. Walsh informed the Commission that all elected officials have been informed that there will not be a written evaluation on their job

performance, but that a review of a salary increase will be done. A decision was made that all evaluations by the Commission will be completed by two Commissioners, when possible.

Hagen informed the Commission that the new snow truck on order for 2024 will not arrive until 2025. The price is locked in, but the build will not start until February 2025.

Discussion followed concerning County Road 3 west of Oakes. The city of Oakes resurfacing road project stopped approximately 400 feet from the spot where the county project started, leaving a stretch of road that is starting to break up. A decision as to what the county wants to do is urgent, as the contractor plans to be done and gone by September 25th. The contractor's grinder is already gone so the county would have to use the asphalt zipper to grind the road, if that is what they choose. An overlay could be done on that portion, and the need to grind the road to match was also discussed. Carlson made a motion to work with the contractor to get the 400 feet done. Roberts seconded. Roll call was unanimous. Motion carried.

Anliker Construction representative Troy Anliker and DES/911 Coordinator Charlie Russell joined the meeting at 10:45. Sheriff Chris Estes, Ellendale Township representatives Joel Hamar and Jerry Rekow joined the meeting at 10:50. Applied Digital representative Nick Phillips joined the meeting at 10:54 via electronic means.

Anliker discussed with the Commission the color of the tin to be installed on the building renovation. The quote received from Anliker to straighten the building and put the tin on the walls was reviewed. The cost and dimensions of a new door was discussed for the west end of the building. Roberts made a motion to approve the quote in the amount of \$66,500 for the purchase of the tin, installation of the tin and the straightening of the building, and the purchase and installation of a 3-inch 14x22 insulated door with opener. Carlson seconded. A door for the other end of the building was also discussed. Roll call was unanimous. Motion carried.

KLJ Engineer Bryan Tykwinski and resident Randy Sell joined the meeting at 11:00.

Sell presented a request for an easement on trees to be planted along County Road 5. Sell is requesting to plant the trees at 100 feet, not the 200-foot setback requirement. Hagen stated he felt it will not be a problem, as there are already trees there. Carlson made a motion to approve the easement. Roberts seconded. Roll call was unanimous. Motion carried.

Hamar discussed with the Commission the rumor that the county was taking over 87th Avenue, north of ND 11. Hamar stated that the township has no plan on turning the road over to the county. Walsh stated that his understanding was that the township was interested and apologized for that misunderstanding. Ellendale Township has worked with Tykwinski on estimates for paving of that road. Hamar also stated rumors have started that the township received over \$300,000 in fees from Applied Digital, which is correct. The reasoning for the fees was the continuation of overweight trucks when load limits were still in place this spring. Applied Digital needed to pay the fees for continuing to bring in overweight trucks. It was a significant amount of money, but a lot of trucks were hauling during that time frame. Ellendale Township is using those funds by graveling all their primary roads and placed the balance in a special road fund for future use. Discussion continued concerning the possible installation of turn lanes off ND 11 and if turn lanes can be installed entering on to a township road. The concern is the traffic issues on ND 11, turning on to or off 87th Avenue. Discussion included the probability of paving 87th Avenue and the turn lanes on ND 11 will most likely not be completed until 2025 at the earliest.

Phillips stated their concern is the state of 87th Avenue next spring but realizes the paving would most likely not happen before then. Commission encouraged Applied Digital and Ellendale Township to work together on the possible paving of that road. Commission asked Tykwinski to check into the possibility of installing turn lanes on ND 11 and leaving 87th Avenue as a township road.

Tykwinski gave the Commission the most current report as to the status of prairie dog funding that could be received in first quarter of 2025. Additional funding possibilities was also discussed. Tykwinski will work on getting applications completed for upcoming deadlines.

The meeting went into recess at 11:50. The Commission returned at 1:30.

Commissioners Walsh, Hokana, and Roberts were in attendance. Auditor Sheppard, residents Martin Richter and Cindy Bagley were also in attendance.

Roberts made a motion to open the Preliminary Budget hearing. Hokana seconded. Motion carried.

Bagley and Richter had no comments or concerns.

Hokana made a motion to close the preliminary budget hearing. Roberts seconded. Motion carried.

Hokana made a motion to adjourn at 1:50.

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Salaries

192,977.08 62209-62302

Cities, Township, Schools	Cities, Township, Schools	26,725.10	117197-117239
Human Services	Monthly Expenses	16,566.72	117240-117246
Chads Electric INC	Flag Light and work on short in light	777.68	117247
Code 4 Services INC	Radar	3,572.50	117248
Dickey County Hwy Dept	Gasoline for Law Enforcement Vehicles	1,120.20	117249
Dickey County Hwy Dept	Gas for mower for pheasant lake mowing	39.21	117250
Dickey County Hwy Dept	Gasoline for Des Vehicle	166.45	117251
Dickey County Leader	Renewal of Newspaper, Legal Mins, Budget hearing notice	803.00	117252
Dickey County Leader	Legal Mins	431.72	117253
Ellendale True Value	Eye Hook for counter, office supplies, battery, crack filler, tester, cleaner, tape, bulbs	180.44	117254
Flaherty Don	Meals, Meeting Exp, Lodging	1,095.92	117255
Innovative Office Solutions LLC	Sticky Notes, Envelopes	33.69	117256
Montana Dakota Utilities	Pheasant Lake Utilities	91.41	117257
Overpayment Refund	Sheriff Execution AR Audit Services	1,204.25	117258
Overpayment Refund	Paid Abatement Refund	600.02	117259
Q & N Corporation	Toner Black	125.99	117260
Ramada Bismarck Hotel	Room Charge- Don F	385.20	117261
Schimke Andi	Case flow Meeting- Jamestown	87.10	117262
Walsh Gerald	Mileage to rd. work on co rd. 5, Water Board meeting	112.56	117263
Vestis	Rug Service	145.56	117264
Dakota Plains Credit Union	MDU, Apple Storage- Jeff Phone	780.09	117265
Dakota Valley Electric Coop	West Shop Utilities	174.00	117266
Economy Oil Co	Fuel for Oakes shop	1,545.53	117267
Mertz Const & Supply	Sideboard for Truck	5.58	117268
Motorola Solutions INC	Charger, Microphone	178.94	117269
Oakes Truck & Trailer	Fixed Cab Power Source, quick release, replace tire, Replace leaking hyd hose	2,177.97	117270
Pakonen Justin	Mileage to Jamestown	87.10	117271
Sign Solutions	Signs	84.68	117272
Southeast Water Users	West Shop Utilities	51.58	117273
Team Laboratory Chemical LLC	Fine Road Patch	1,747.00	117274
True North Steel	Culverts	21,202.08	117275
Vestis	Rug Service	185.09	117276
Vistos Carquest	Parts	546.32	117277
Waste Management	Waste Pickup	77.58	117278
Sanford Health	Medical Bill for Inmate	371.00	117279
Weis Terry	Mileage	214.40	117280
Gemar Justin	Mileage	20.10	117281
Hansen Stephen	Mileage	229.14	117282
John Quandt	Mileage	67.00	117283
Dickey County Hwy Dept	Mileage	117.59	117284
Ellendale City Auditor	Courthouse, Irrigation, Park, Hwy and Weed Board Building utilities	1,564.82	117285
Anliker Construction	Remove tin on building	24,072.00	117286
ND Public Employees Retirement	BCBS	45,846.72	117287
ND Public Employees Retirement	LIFE INS	448.04	117288

ND Public Employees Retirement	BCBS-HD	8,223.10	117289
ND Public Employees Retirement	Dental	445.36	117290
ND Public Employees Retirement	LIFE INS HD	126.26	117291
ND Public Employees Retirement	Def Comp	1,664.00	117292
ND Public Employees Retirement	Def Comp HD	528.00	117293
Wex Health INC	Flex	1,060.83	117294
ND Public Employees Retirement	HSA	671.14	117295
Community Volunteer EMS of LaMoure	Ambulance SAD	75.55	117296
Kulm Ambulance Corps Inc. C/O Jennifer McDermid	Ambulance SAD	105.06	117297
Edgeley Ambulance Service	Ambulance SAD	61.95	117298
Oakes Volunteer Ambulance Services	Ambulance SAD	726.52	117299
Ellendale City	Airport, SAD, Ambulance	859.56	117300
Oakes City	Airport, SAD, Ambulance	215.14	117301
Garrison Diversion	Collections, SAD	624.96	117302
James River Soil Conservation	Collections, SAD	485.06	117303
Ellendale Fire	Collections, SAD	249.80	117304
Oakes Fire	Collections, SAD	275.86	117305
Dickey County Senior Citizens	Tax Collections SAD	451.57	117306
Dickey County Historical	Tax Collections SAD	113.00	117307
State Treasurer	State Medical, Clerk of Court Fees	199.77	117308
Dickey County Treasurer	Clerk of Court Fees	950.00	117309
Wex Health INC	Cancer	50.00	117310
Human Services	Monthly Expenses	74,877.05	117311-117326
Carlson Brandon	Mileage	71.69	117327
Central Business Systems INC	Shredd Bins, New Printer, Color on Printer	2,074.25	117328
Cole Paper	Bath Tissue, Floor Pads, Battery, Paper Towels	342.60	117329
Dinger Danielle	Meals and Mileage	370.06	117330
Farmers Union Oil Co	Oil Change on 23 Ford	83.47	117331
Hokana John	Mileage	85.76	117332
Holm Kacey	Mileage	79.06	117333
Information Technology Dept	Tech Fee- States Attorney, Election, Courthouse, Sheriff Office	1,777.90	117334
Midwest Radar & Equipment	3 new ACI Stalker	123.00	117335
Motorola Solutions INC	HP Mobile- Sirn	7,048.20	117336
Napa Central	New Battery and Core	170.68	117337
Napa Central	Short Paid Bill	3.00	117338
Oakes Times	Paper Renewal	40.00	117339
Roberts Marke	Mileage	83.08	117340
Starion Insurance Agency	Added 2023 Hamm HC 1601 Packer	195.00	117341
Valley Plains Equipment	Oil Filter, Air Filter	33.10	117342
Agtegra Oakes	Gasoline for Hwy Dept	1,641.45	117343
BG Glass LLC	New Windshield	1,065.00	117344
Butler Machinery CO	Blades, Oil Seal, Clutch Pack	2,301.90	117345

Climate Control	Combustion Drainage system Rejuvenation, Dust Control on co rd. 3, New Coleman AC	27,909.17	117346
Dakota Improvement	July and August Haul Rock from Musland Pit	12,525.00	117347
Ellendale Township Treasurer	Load pass Money from March to July	4,540.58	117348
Ellendale True Value	Shop Supplies	59.98	117349
Farmers Union Oil Co	20-amp Toggle Switch, Fuel for West Shop	1,513.90	117350
Fullerton City Auditor	Fullerton Shop Utilities	20.00	117351
John Deere Financial	Bulk oil, Parts, Grease, Alternator	2,424.21	117352
Lorena's Cleaning Serv.	Cleaning	400.00	117353
Michael Schwab	Tanker Trailer Rental	1,500.00	117354
Midwest Pump & Tank	Overfill Prevention Testing	740.25	117355
Napa Central	Cerulean 2 grs cartr, Connector, duck bill chrome, Primary Wire	148.04	117356
Parts Supply INC	Hydraulic oil, hose fittings	242.02	117357
Q & N Corporation	Toner, Backup	257.96	117358
Sign Solutions	Bump Ahead Sign	172.31	117359
Vestis	Rug Service	185.09	117360
Vistos Carquest	Pliers, Elbow, Brake Cleaner, Prem Trac Hyd Fluid, Inductor assembly manifold	1,004.46	117361
Waste Management	Waste Pickup	77.02	117362
Office of Attorney General	24/7 Program	670.00	117363
Pharmchem	24/7 Program	95.85	117364
Stutsman Correctional Center	Held Inmates	6,600.00	117365
The Medicine Shoppe	Medical Bill for Inmate	151.10	117366
Clubhouse Hotel & Suites	Room Stay	288.90	117367
Julie Haak	Mileage to Oakes office	85.76	117368
Kiser Breana	Mileage	243.88	117369
Q & N Corporation	Verified 1 year backup software	149.25	117370
Zs Fresh Market	Programs	77.80	117371
Aberdeen Chrysler Center	Replaced ECM ON 2016 RAM	314.35	117372
Dickey County Hwy Dept	Gasoline for weed board	738.64	117373
Dickey County Leader	Spraying Notice AD	89.60	117374
Ellendale True Value	Shop Supplies	155.62	117375
Nutrien AG Solutions	Chemical	72,456.30	117376
Q & N Corporation	Laptop and iPad for Weed Board, Printer toner	3,287.94	117377
Dickey Rural Networks	Dickey 911 Trunks	231.00	117378
Starion Bond Services	Basement Bond Payment	3,440.00	117379
Dakota Plains Credit Union	Office supplies, Vehicle main, Parts and Repairs, Meals for Prisoner	511.51	117380
Dakota Plains Credit Union	Calendars, Correction tape, Pencil bags, towels, Hand shop, Shop supplies	515.42	117381
Dakota Valley Electric Coop	Wilsom Dam Utilities, West Shop Utilities, Guelph Tower Utilities	298.06	117382
Dickey Rural Networks	Phone bill	1,846.15	117383
Montana Dakota Utilities	Hwy Shop, Fullerton Shop, Courthouse, Weed Board Building utilities	2,887.40	117384
Dakota Helicopters	Maintenance	1,576.64	117385
Dakota Improvement	Maintenance	1,500.00	117386
Moore Engineering INC	Engineering Consultant	51.25	117387
Ohnstad Twichell PC	Legal Fees	1,626.84	117388
Starion Bond Services	Bond Payment on Yorktown/Maple	2,425.00	117389
ND Public Employees Retirement	Retirement	24,218.98	117390
ND Public Employees Retirement	Retirement	3,504.62	117391

ND Public Employees Retirement	Def Comp	1,664.00	117392
ND Public Employees Retirement	Def Comp HD	528.00	117393
ND Public Employees Retirement	Retirement Adjustment- HD	157.07	117394
Wex Health INC	Flex	1,060.83	117395
ND Public Employees Retirement	HSA	671.14	117396
Aflac	Cancer	2,271.84	117397
Delta Dental Plan of MN	Dental	2,413.68	117398
Ameritas Life Insurance Corp	Vision	419.44	117399
ND Child Support Division	Garnish	200.00	117400
ND State Tax Commissioner	St W/H Taxes	1,655.15	117401

Gerald Walsh, Chairman

Wanda Sheppard, Auditor