

**Commissioner Meeting  
October 7, 2025**

Chair Brandon Carlson called the meeting to order at 8:30 am. Commissioners John Hokana, Jerry Walsh, Kacey Holm, and Marke Roberts were also present. Auditor Sheppard, Applied Digital representative Emma Perrotti, resident HolliJo Kronberg, and Dickey County Senior Citizen Director Jennifer Person-Klein were also present. States Attorney Kim Radermacher was also present via electronic means. The media was not present. The Pledge of Allegiance was recited.

**Additions to the Agenda**

Electricity for the new storage building

Housing

Tax sale details

WAPA

Shoulders east of Oakes on #3

Tax Increment Financing

Roberts made a motion to approve the revised minutes from September 16, September 17, and October 1<sup>st</sup>. Holm seconded. Motion carried.

Sheppard requested the addition of \$390,918.23 to Jensen Brothers Construction and \$1.00 to Mike Visto as recorded in the minutes of September 16. Holm made a motion to approve the vouchers presented with the additions. Hokana seconded. Roll call was unanimous. Motion carried.

During the public comment period, Kronberg stated that she was representing the residents of Ellendale, and they are requesting the reopening of the Ellendale Senior Center. A letter was presented to the Commission stating the concerns of the residents. Walsh asked why the group is coming to the Commission, as the Senior Center is managed by the Dickey County Senior Citizen Board. Kronberg stated they were not sure where to start but were told by the Secretary of State's office and the Attorney General's office to start with the Commissioners. Discussion followed concerning the mill that is collected for the Senior Center and how that money is spent. The Commission stated they would like the Form 990s that are filed yearly by the Dickey County Senior Citizens.

Person-Klein reported on the information concerning the transportation provided by the Dickey County Senior Citizen Center. The service is considered on-demand and on a first-come first-serve basis. The Center has five vehicles and four drivers. The issue discussed at the September 2<sup>nd</sup> meeting, all the vehicles and drivers were busy. Discussion followed concerning how the financing of the transportation portion of their services is handled and any state/federal funding they receive.

Person-Klein stated that their accounting records are open to the public and that the 10 staff including herself are issued W-2s at the end of the year. With the delivery of meals to Ellendale from Oakes, the question was asked if that is affecting the transportation for residents in the county. Person-Klein stated they had hired a person solely to deliver the meals for local routes. Person-Klein stated that the Board would like to hire a full-time dispatch person.

OtterTail Power Company representative Kris Koch joined the meeting at 9:01.

Person-Klein stated that there are nine members on the Board membership: Chuck Glynn as Chair, Red Iverson, Polly Becker, Jean Schmalz, Pam Rathbum, George Schaeffer, Susan Merkel, and Marcia Wagner. The ninth spot is currently open, and the Board is currently looking for someone in the Fullerton or Ellendale area to serve on the Board.

Person-Klein updated the Commission on the plan for the Ellendale center. Due to not having any applicants for the cook position and the cost of the Ellendale Center, the decision was made to close the Senior Center for pickup meals and do all home delivery meals. Discussion followed concerning the lease of the building from the city, as Person-Klein stated that all maintenance issues are finished by the Senior Center at their cost. After some discussion, the Commission requested that the Chairman of the Board attend the next meeting of the County Commissioners. Sheppard will work with Person-Klein to set that up.

Applied Digital representative Jannelle Combs joined the meeting at 9:18 via electronic means.

Mayor Don Flaherty, who was in attendance via electronic means, asked several questions which all agreed it was a discussion for Person-Klein and the Ellendale City Council to discuss.

Walsh updated the Commission on the meetings attended by Walsh and Sheppard concerning the tax increment financing (TIF) district in the city of Ellendale. Ellendale Public School and the city of Ellendale have agreed to a 90/10 split, with a yearly review in case of changes made in legislative sessions. The agreement will be reviewed at the next Commissioner meeting.

Radermacher presented the joint powers agreement with the city of Ellendale for the road project on 87<sup>th</sup> Avenue going north from Highway 11 to 95<sup>th</sup> Street SE, as well as 95<sup>th</sup> Street SE from 87<sup>th</sup> Avenue SE east to Highway 281, with one-half mile of 96<sup>th</sup> Street SE west of 87<sup>th</sup> Avenue SE. Walsh made a motion to approve and sign the Joint Powers Agreement. Hokana seconded. Roll call was Roberts no; Walsh yes; Hokana yes; Holm no; Carlson yes. Motion carried.

Sheppard reviewed the updated revenue information on the 2026 budget. Walsh made a motion to approve the 2026 budget with the revenue changes as discussed. Roberts seconded. Roll call was unanimous. Motion carried.

Discussion continued concerning electricity in the cold storage building in Ellendale. A decision was made to bring in electricity at the southwest corner of the building and place outlets on the south wall. Adequate lighting will be put in place with one on/off switch.

Walsh requested information on the progress of the zoning board. Holm and Roberts stated that the next meeting is November 4<sup>th</sup> and the Commission will receive a copy for their review and approval. Administrative Assistant Amy Mittleider will provide copies after the meeting on November 4<sup>th</sup>.

Walsh stated that based on the current housing environment in the county, that the Commission should consider the purchase of a house to assist in the hiring of a new employee, such as the Sheriff's office. The house could be considered as part of the salary for a deputy. Discussion followed concerning the fact that the Sheriff's office is a critical area for the county .

KLJ Engineer Bryan Tyklwinski, Montana Dakota Utilities (MDU) representative Larry Oswald, and WBI Energy representative Mark Anderson joined the meeting at 10:28.

The Commission took a short recess at 10:30 and returned at 10:35.

DES/911 Coordinator Charlie Russell joined the meeting at 10:35.

Anderson reported to the Commission on the natural gas pipeline called the "Bakken East pipeline project" that is currently in the planning stages. Construction would not be completed until late 2030. Public landowner meetings will start in a month or so. Anderson stated that North Dakota has been advocating for this line for many years. Details of the project were discussed, including the size of the pipe used and the psi pressure that the pipe is designed to handle. No easements have been made at this point, but Anderson feels that with the state backing of the project, the work will get done. Discussion followed concerning putting the right size pipe in from the beginning to handle the needs of the pipeline once it is in place. -

Dickey County Highway Superintendent Jeff Hagen and Dakota Improvement representative Pat Kelly joined the meeting at 10:45.

Tykwinski updated the Commission on the applications for the flex funding, which the county has applied for. There were many applications received and awarding of projects will be announced in November or December. Other funding was also discussed.

Tykwinski requested the signing of the contract to complete platting of Pheasant Lake County Park areas. The project will be completed in the next week or so.

The Commission discussed the shoulder on the new paving on County Road #3 east of Oakes. There are seven spots that need to be fixed. Kelly presented a quote in the amount of \$56,000 to complete the project. Kelly stated they will start the project tomorrow, upon the approval of the quote by the Commission. Hokana made a motion to use prairie dog funding to fix the shoulders on County Road #3 east of Oakes in the amount of \$56,000. Due to safety concerns, Roberts seconded. Roll call was unanimous. Motion carried.

Hagen presented a maintenance agreement with LaMoure County concerning maintenance of the county line. Roberts made a motion to sign the agreement. Holm seconded. Motion carried.

Carlson informed the Commission that the work on County Road 3 west of Oakes by WAPA has been finished. The poles and the equipment are gone. This was completed before October 1<sup>st</sup>.

Holm made a motion to designate County Agent Breana Kiser as the State Fair delegate for Dickey County. Walsh seconded. Motion carried.

Treasurer Wonada Lematta presented the five properties that have not paid their 2022 property taxes and will be sold on the county tax sale in November for the assignment of a minimum price for each parcel. Walsh made a motion to assign the minimum price for each parcel to the minimum amount required to pay the taxes, interest, and penalty, as well as the \$20 deed filing fee. Holm seconded. Roll call was unanimous. Motion carried.

Hokana made a motion to adjourn at 12:10.

## **Commissioner Meeting October 21, 2025**

Chair Brandon Carlson called the meeting to order at 9:26 am. Commissioners John Hokana, Jerry Walsh, Kacey Holm, and Marke Roberts were also present. Auditor Wanda Sheppard, OtterTail Power Company representative Kris Koch, Applied Digital representative Emma Perrotti, and resident HolliJo Kronberg were present. States Attorney Kim Radermacher was also in attendance via electronic means. The media was not present. The Pledge of Allegiance was recited.

There were no additions to the agenda.

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

Sheppard presented an additional voucher in the amount of \$171.84 to 281 Repair. Roberts made a motion to approve the vouchers with the addition. Holm seconded. Roll call was unanimous. Motion carried.

Holm made a motion to approve the financials from September 2025. Roberts seconded. Roll call was unanimous. Motion carried.

Treasurer Wonada Lematta joined the meeting to discuss CD rates that are expiring October 23<sup>rd</sup> in the amount of \$1,000,000. Holm made a motion to reinvest the CDs at CDARs for six months at 4.05%. Roberts seconded. Roll call was unanimous. Motion carried.

Kronberg presented a letter to the Commission with an update on the request for the Ellendale Senior Center. The letter includes the goal of the group. Commission requested the minutes from the Dickey County Senior Center Board from the last meeting. Sheppard will request a copy.

A former employee joined the meeting at 9:46 and requested information from the Commission as to why their employment was terminated. The Commission stated it is a discussion the employee needed to have with their supervisor. No action was taken.

Sheppard requested verification on the completion of performance reviews for 2025. The deadline for receiving the reviews is December 15<sup>th</sup> and they will be reviewed by the Commission on December 16<sup>th</sup> at the next Commission meeting.

Commission discussed the need to review the employee handbook before the end of the year. Sheppard will get a copy of the manual to the Commission, along with putting a copy in the drop box. This will be added to the agenda in December.

The timeline for the zoning ordinances to be finalized was discussed. The plan of the zoning board is to give a copy of the proposed ordinances to the Commission at the November 18<sup>th</sup> meeting. Once they are reviewed and approved by the Commission, public hearings are held. The hearing needs to be posted in the paper twice.

Due to changes in the Ellendale TIF district paperwork, the discussion has been tabled until the next Commission meeting.

Radermacher presented an updated county credit card policy for the employee handbook. Holm made a motion to adopt the new credit card policy and have the employee manual updated to include the new policy. Walsh seconded. Roll call was unanimous. Motion carried.

Highway Superintendent Jeff Hagen joined the meeting at 10:40, DES/911 Coordinator Charlie Russell at 10:50.

Radermacher presented a Memorandum of Understanding for the Commission to consider between Dickey County and the Pheasant Lake Mutual Aid Corporation concerning the possible formation of a recreational district at Pheasant Lake. One of the main concerns discussed was who would be responsible for the maintenance of the road if the recreational district was formed. A decision was made to table the discussion until discussions have been had with the township.

Tax Director Don Flaherty joined the meeting at 10:50, Sheriff Chris Estes at 11:05.

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

Lematta reviewed the five parcels with the Commissioners. Each parcel has a minimum sales price that is equal to the total taxes due through tax year 2025 on the property and the \$20 deed filing fee. Roberts made a motion to keep the minimum sale price as presented by Lematta. Walsh seconded. Roll call was unanimous. Motion carried.

Discussion followed concerning the possibility of the county keeping one or two of the parcels. The housing market in the county makes the hiring of new employees outside the county extremely difficult. Radermacher stated there is an Attorney General opinion stating the county could not list the property for sale and maintain ownership of the property. The issues related to that concerning the rent to charge or delegate an employee to the house could be very complicated. Walsh made a motion to list all five properties for sale, with an option to have a special meeting to rediscuss if needed. Roberts seconded. Roll call was unanimous. Motion carried.

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

The meeting went into recess at 11:30 and returned at 11:35.

Holm made a motion to open the omitted tax hearing at 11:35. Roberts seconded. Motion carried.

Flaherty presented five properties that were for sale of exempt property which are now considered not exempt. The taxes are prorated based on the date of the filing of the document.

Holm made a motion to approve the inclusion of the properties for the 2025 tax year. Hokana seconded. Roll call was unanimous. Motion carried.

Holm made a motion to close the omitted tax hearing. Walsh seconded. Motion carried.

The Commissioners requested information from Flaherty concerning the value of gravel pit property and whether the land value should be raised. Flaherty stated he was still working on that project and will get back to the Commission.

Hagen discussed with the Commission the crushing of gravel for the county's use. The crushing equipment is at the Steinwand pit location, but the contractor has not started.

Sheppard requested clarification on the \$960 that will not be covered by the grant for the Divide Township. Commission stated to bill Divide Township for \$960.

Sheppard presented the agreement for the County Road 3 west drain between the county and Dickey County Water Resource Board. The agreement has been reviewed by the States Attorney. Roberts made a motion to sign the contract. Holm seconded. Roll call was unanimous. Motion carried. Hokana made a motion to adjourn at 12:03.

Salaries		191,832.95 63434-63528	
Cities, Townships, Schools	Cities, Schools, Townships	56,579.44	119928 119975
ND Public Employees Retirement	BCBS	52,829.22	119976
ND Public Employees Retirement	Life INS	439.28	119977
ND Public Employees Retirement	BCBS HD	9,474.20	119978
ND Public Employees Retirement	Dental	458.72	119979
ND Public Employees Retirement	Vision	14.19	119980
ND Public Employees Retirement	LIFE INS HD	130.02	119981
Arca search LLC	Processing 2023-2024 mins	514.00	119982
Central Business Systems INC	Shred Bins	64.00	119983
Chucks Body Shop LLC	New Windshield, Camera Bracket, Labor	250.00	119984
Dickey County Leader	Vote AD, Legal mins aug 19 and sept 2,3	716.73	119985
Extreme Outfitters	9mm	630.00	119986
Flaherty Don	Meals and Meeting Exp.	73.00	119987
Jarman's Water Systems	3 Months’ Rent Water Softener	195.00	119988
IDEMA	Livescan system upgrade to windows 11 iOS	3,688.00	119989
Inman Irrigation	Winterize Lawn Irrigation System	135.00	119990
Kinzler Kasie	Meals for Vanguard user group	36.00	119991
Montana Dakota Utilities	Park Utilities	95.67	119992
NACO	Dues	450.00	119993
NDAAO	Training	845.00	119994
ND DES	Overpaid on project pw#157p#153131	1,219.92	119995
ND Sheriff's & Deputies Association	ND Sheriff's Annual Dues	400.00	119996
Office of State Auditor	Aud fee progress bill 1	12,867.00	119997
Overpayment Refund	Overpayment Refund on Taxes	6.25	119998
Post Board	Renewing License for one officer	45.00	119999
Q&N Corporation	Drop Box Pro	229.00	120000
Q&N Corporation	Battery Replacement for power backup	116.99	120001
Schimke Andi	Mileage and Meals for Cmp class	380.00	120002
Simple Wolf	6X4 Sign	99.99	120003
Starion Insurance Agency	Add snowplow, increase value on tractor loader, remove 2024 jd tractor	1,613.00	120004
Vestis	Rug Service	162.96	120005
Agtegra Oakes	Fuel for Hwy Dept	1,157.34	120006
Bear Creek Gravel LLC	Loading Gravel	voided	120007
Department of Transportation	Project BRC-0099(014)	644.57	120008
Economy Oil Co	Red Fuel, Gasoline- HWY Shops	27,501.46	120009
Ellendale True Value	Trimmer Line, Bowl Cleaner, Duster Refill	71.75	120010
Safety Kleen Systems INC	Parts Washer	274.15	120011
Sign Solutions	Signs	180.00	120012
Southeast Water Users	West Shop Utilities	51.54	120013
True North Steel	Culvert	18,062.40	120014
Vestis	Rug Service	201.87	120015

Jensen Brothers Construction inc	TWP-0011(027) Divide TWP Box Culvert Replace	390,918.23	120016
KLJ Engineering LLC	Culvert Replacement	12,898.65	120017
Office of Attorney General	24/7 Program	790.00	120018
Pharmchem	Fentanyl Screen, Sweat Patch Analysis	63.90	120019
Barnes County Corrections	Held Inmate For 1 day	100.00	120020
Dakota Plains Credit Union	Car Expense	538.90	120021
Haakenson Jean	Paid for Renewal for post office Box	106.00	120022
Tyler Technologies	Vetraspec state solution renewal	475.94	120023
Dickey County 4-h Council	Education	129.00	120024
Dickey County Leader	AD for steak fry	75.00	120025
Kiser Breana	Travel	40.50	120026
Gemar Justin	Tractor rental monitoring pump drains 1	3,072.00	120027
Lovell Improvement Project LLC	Maintenance	1,677.41	120028
Gemar Justin	Mileage	7.00	120029
Lovell Improvement Project LLC	Maintenance	2,453.61	120030
Hansen Stephen	Mileage	85.40	120031
John Quandt	Mileage	105.00	120032
US Records Midwest	Replacement Cancas Jackets- Reception Books	2,885.76	120033
Starion Bond Services	Basement Bond Payment	3,215.00	120034
AT&T Mobility	Phone Charges	820.23	120035
Bradco Restoration inc	Washing of Courthouse	82,719.00	120036
Dakota Improvement	Drain on CO RD 12	8,957.50	120037
Dickey Rural Networks	Phone Bill	1,463.88	120038
Ellendale City Auditor	Courthouse, Sprinklers, Park, Hwy Dept., Weed Board Building Utilities	1,033.13	120039
John Quandt	Tractor/GPS for Drain on CORD 12	585.00	120040
Johnson Kathryn	Drain on CO RD 12 Easement	447.75	120041
KLJ Engineering LLC	Professional Services-winery road, DC HWY 12 Widening, Asphalt paving of Oakes, seal coat	86,802.84	120042
Lorena's Cleaning Serv.	Pheasant Lake Bathrooms, Hwy shop Cleaning	625.00	120043
North Star Ag	Drain on CO RD 12	23,800.00	120044
Q&N Corporation	Monthly Service Agreement, Cable, HDMI Adapter, 1TB M 2 SSD	2,117.96	120045
Quandt Brothers INC	Truck Work CO RD 12 Drain	585.00	120046
Shop 4- h National 4-H Council	Office Supplies, Programs	1,054.20	120047
Human Services	Monthly Expenses	24,353.10	120048 120060
ND Public Employees Retirement	Def COMP	1,663.50	120061
ND Public Employees Retirement	Def Comp	611.00	120062
Wex Health INC	Flex	1,009.16	120063
ND Public Employees Retirement	HSA	672.40	120064
Accounts Management	Garnishments	398.27	120065
Wex Health INC	Cancer	50.00	120066
Overpayment Refund	Winter Park Mowing Mike visto	1.00	120067
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	93.35	120068
Kulm Ambulance Corps	Ambulance Collections, SAD	154.57	120069
Edgeley Ambulance Service	Ambulance Collections, SAD	128.38	120070

Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	799.09	120071
Ellendale City Auditor	Airport, SAD, Ambulance Collections	915.93	120072
Oakes City	Airport, SAD	225.51	120073
Garrison Diversion	Collections, SAD	655.14	120074
James River Soil Conservation	Collections, SAD	861.94	120075
Ellendale Fire	Collections, SAD	411.50	120076
Oakes Fire	Collections, SAD	499.29	120077
Dickey County Senior Citizens	Collections, SAD	513.38	120078
Dickey County Historical	Collections, SAD	128.39	120079
Kedish House	Grant Money	2,415.96	120080
ND State Treasurer	State Medical, Clerk of Court Fees	277.34	120081
Dickey County Treasurer	Clerk of Court Fees	780.00	120082
Bear Creek Gravel LLC	Loading Gravel	2,021.80	120083
General Irrigation inc	Maintenance	1,750.00	120084
Ohnstad Twichell PC	Legal Fees	9,611.90	120085
Human Services	Monthly Expense	voided	120086 120090
Human Services	Monthly Expense	5,528.10	120091 120095
281 Repair LLC	Work done on 2016 Chevy Tahoe	601.47	120096
i3g Media	Radio AD FOR HWY	495.00	120097
Cole Paper	Copy Paper, Cleaning Supplies	969.59	120098
Dickey County Hwy Dept	Gasoline for Law Enforcement Vehicles	1,185.26	120099
Farmers Union Oil Co	Vehicle Maintenance	241.97	120100
Information Technology Dept.	Election, Courthouse, States Attorney, Sheriff's Office- Tech Fee	1,804.75	120101
Mertz Const & Supply- Ellendale	T Posts for Sign at Courthouse	27.96	120102
Quadient Leasing USA Inc.	Lease Payment for Mail Machine	294.99	120103
Shop 4- h National 4-H Council	Office Supplies	69.95	120104
Vanguard Appraisals INC	Cama Web Site Service Fee	2,200.00	120105
Agtegra Oakes	Gasoline for Hwy	3,112.68	120106
Department of Transportation	SE Region Bridge Inspection/ Load Rating	1,193.78	120107
Dickey County	20% Road and Bridge	71.88	120108
Ecolab Pest Elimination Division	Pest Control	103.49	120109
Farmers Union Oil Co	Fuel for West Shop, Parts for Shop	1,853.05	120110
Filbert Jesse	Paid for Washers for Disk on Blade	17.62	120111
John Deere Financial	Shop Supplies for Hwy	2,522.95	120112
Montana Dakota Utilities	Fullerton Shop Utilities	129.70	120113
Ottertail Power Company	Oakes Shop Utilities	72.90	120114
Praska's Hardware Hank	Rake Bow Fiberglass 16 teeth	28.99	120115
RTS Shearing LLC	Crushing and Stockpiling- Musland Pit	85,528.50	120116
Vestis	Rug Services Invoice 2520660310	201.87	120117
Pharmchem	Sweat Patch Analysis and Fentanyl Screening	63.90	120118
Burleigh Morton Detention Center	Held an inmate for 6 days	600.00	120119
Stutsman Correctional Center	Held 2 Inmates for 8 Days Total	800.00	120120
The Medicine Shoppe	Meds for Inmate	27.52	120121
Dakota Plains Credit Union	Finance charge, Promotional Item, and Postage	93.06	120122
Kiser Breana	Program/ EDU Reg, Travel	55.00	120123

NDSU	Business Cards	38.00	120124
Dickey County Hwy Dept	Gasoline for Weed Dept	749.08	120125
Dickey County Leader	Ad In Paper	90.00	120126
Ellendale True Value	Shop Supplies	105.82	120127
Farmers Union Oil Co	New tire for the trailer	83.00	120128
Nutrien AG Solutions	Chemicals	32,400.00	120129
Gemar Justin	Mileage	11.20	120130
Hansen Stephen	Mileage	66.50	120131
John Quandt	Mileage	14.00	120132
Moore Engineering INC	Engineering Consultant	1,883.75	120133
AT&T Mobility	Courthouse, PIO, Road, Weed Board iPad, 911, Vso Phone Charges	820.56	120134
Baker Trapping Services	Trapping bill	866.00	120135
Dakota Valley Electric Coop	Wilsom Dam, West Shop, Guelph Tower- Utilities	229.00	120136
Dickey County Hwy Dept	Gasoline for Lawn Mower, Election Location Review, Tax Office, County Agent, des, Vso Travel	886.62	120137
Napa Central	Parts for County Car, Shop Supplies for Road	597.86	120138
NDSU Extension Service- AG Budget	County Half of salary for Breana Kiser and Kasi Holm	11,472.26	120139
Office of The Adjutant General	Lets Terminals Fee, 911 Fee Quarterly	23,719.79	120140
281 Repair LLC	Oil Change and Cabin Filter Change on VSO Van	171.84	120141
JP Morgan Chase Bank	Hotel stay, Mouse and Keyboard, Office supplies, earth point, utilities, parts, conf. reg, postage	1,960.57	120142
ND Public Employees Retirement	Retirement	24,608.11	120143
ND Public Employees Retirement	Retirement	3,327.41	120144
ND Public Employees Retirement	Def Comp	1,663.50	120145
ND Public Employees Retirement	Def Comp HD	611.00	120146
ND Public Employees Retirement	Retirement	137.93	120147
Wex Health INC	Flex	1,009.16	120148
ND Public Employees Retirement	HSA	672.40	120149
Aflac	Cancer	2,541.85	120150
Delta Dental Plan of MN	Dental	2,397.38	120151
Ameritas Life Insurance Corp	Vision	405.28	120152
ND Child Support Division	Garnish	200.00	120153
Accounts Management	Garnish	398.27	120154
James Valley Regional Lodge #4	Dues	66.34	120155

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Brandon Carlson, Chairman

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Wanda Sheppard, Auditor