

**Commissioner Meeting
November 4, 2025**

Chair Brandon Carlson called the meeting to order at 9:00 am. Commissioners John Hokana, Jerry Walsh, Kacey Holm, and Marke Roberts were also present. Auditor Sheppard and Emma Perotti were also present, and States Attorney Kim Radermacher was present via electronic means. The media was not present. The Pledge of Allegiance was recited.

Additions to the Agenda

- Century Code for Senior Citizen
- Load Pass fees
- Artificial Intelligence
- Asphalt Zipper
- Sheriff's department

Holm made a motion to approve the October 21st meeting as presented. Walsh seconded. Motion carried.

Resident Holly Jo Kronberg and South Central Audit Services representative Pat Hansen joined the meeting at 9:15.

Sheppard presented an addition of two bills, one to the Dickey County Recorder for the recording of a county deed and one to Wonada Lematta for travel expenses. Two vouchers were pulled, due to a question of a duplicate bill and an amenity charge on a hotel bill. Walsh made a motion to approve the vouchers with the addition of the two new vouchers and the removal of the two vouchers in question. Hokana seconded. Roll call was unanimous. Motion carried.

Several members of the community and members of the Dickey County Senior Citizen Board joined the meeting at 9:30. The list of the attendees is on record at the Auditor's office.

Walsh updated the Commission on the annual NDACo conference. Walsh stated one seminar he attended included artificial intelligence (AI) and the use of AI at the county level, which care needs to be taken. A policy concerning the use of AI should be in the employee handbook.

County Agent Breana Kiser joined the meeting at 9:35 and presented the narrative for the last quarter's activities in the Extension office. Kiser also mentioned that a representative with Aging in Community will be at the November 18th meeting to discuss possible plans for Dickey County.

Walsh discussed with the Commission the possibility of putting the Asphalt Zipper on an auction site. Carlson stated he will speak with PurpleWave, who have government auctions approximately every two weeks. The use of a minimum bid should be used in the advertisement.

Century Code 11-11-58 was discussed, concerning the Senior Citizen mill that the county collects. Hansen presented the contract that was signed in October of 1987 that contains no ending date for the contract.

Resident Matt Herman joined the meeting at 9:45.

Sheriff Chris Estes joined the meeting at 9:55 to discuss with the Commissioners concerning hiring a deputy part-time for assistance on nights and weekends. This would be done until a full time deputy is hired. Due to the hours worked, the part time deputy would not receive benefits. After some discussion, Walsh made a motion to hire a part-time deputy at \$30 per hour for no more than 30 hours a month. Hokana seconded. Discussion followed concerning the possibility of hiring someone currently training or someone that is already licensed. Estes stated he could check with POST and get clarification on the legality of hiring someone in training without requiring constant supervision. Due to the legality question, Walsh and Hokana retracted their motion and second. Radermacher quoted state administrative code concerning the issue. After clarification, Walsh made a new motion to hire a full time licensed police officer in a part time roll at \$30 per hour for no more than 30 hours a month until a full time deputy can be hired. Hokana seconded. Roll call was unanimous. Motion carried.

Discussion followed concerning a request received from an employee to request donated leave from employees. The process was discussed. Roberts made a motion to approve the request. Holm seconded. Roll call was unanimous. Motion carried.

Ellendale Mayor Don Flaherty joined the meeting at 10:16.

Sheppard presented the revised TIF contract between the city of Ellendale, Ellendale Public School, and Dickey County. Walsh made a motion to sign the TIF agreement between the school, the city, and the county, pending the school signing the contract. Holm seconded. Roll call was Carlson yes; Holm yes; Hokana yes; Walsh yes; Roberts no. Motion carried.

Sheppard presented two quit claim deeds for foreclosed tax lien properties that have been paid in full. Holm made a motion for the Chair and the Auditor to sign the deeds. Walsh seconded. Roll call was unanimous. Motion carried.

Hansen reported to the Commission on the Senior Citizen meals and transportation services that the Dickey County Senior Citizens, as a non-profit organization, supplies to the county. The meals in Ellendale currently are delivered from Oakes to Ellendale and then distributed by volunteers to the resident's house. Ellendale is not the first location that this occurs. Valley City delivers to Hannaford and Cooperstown currently, which is a greater distance than Oakes to Ellendale.

Discussion followed concerning the mill levy that is collected from all landowners in Dickey County, not just the city of Oakes. Hansen stated how some counties handle it, such as dividing the money collected based on the population of the locations.

Rathbum reiterated that the Dickey County Senior Citizens organization will continue to deliver meals to Ellendale, as stated in the contract. Walsh stated that he does not think the Dickey County Senior Citizen Board is carrying out what the contract covers and that the contract needs to be updated. Schmalz discussed what occurred when she worked at the Oakes Center years ago. Volunteers were used in both locations to carry on some of the social things the groups did.

One possibility that was discussed was the option to open the building in Ellendale for citizens to eat their meal there. Someone would need to be there to clean up afterward. The leasing of the building from the city of Ellendale would still be an issue.

Highway Superintendent Jeff Hagen and DES/911 Coordinator Charlie Russell joined the meeting at 10:30.

Hagen presented a contract with Grand Valley Township to do the blading for them for 2025. Holm made the motion to sign the agreement. Walsh seconded. Roll call was unanimous. Motion carried.

Hagen stated that he had received a call from Albion Township about cost sharing of the cost of a 36" culvert installed in Albion Township. The culvert has already been placed. A decision was made to get clarification from the Water Board on the need for a hydrology study or not before a decision is made.

Hagen stated that there is a washed out culvert on County Road #1 that should be fixed this weekend. Carlson informed Hagen of a culvert on County Road 5 that should be looked at as well. Hagen will look at it this afternoon.

Sheppard presented the annual letter from NDDOT concerning the continued maintenance by the county of all federal aid roads in the county. Holm made a motion to sign the form. Roberts seconded. Motion carried.

Discussion followed concerning the use of LoadPass in Dickey County. Because the county is doing all the administrative work and based on the suggested share of the permits by other counties and LoadPass, Walsh made a motion to change the contract with the townships to the county share of fees at 25% instead of the 15% on the earlier contract and to include the harvest permits in the agreement. Holm seconded. Roll call was Roberts no; Carlson yes; Holm yes; Hokana yes; Walsh yes. Motion carried.

Russell discussed the changeover to Textgov from CodeRed for Dickey County. The contract with CodeRed has been cancelled.

Hokana made a motion to adjourn at 12:02.

Commissioner Meeting November 18, 2025

Chair Brandon Carlson called the meeting to order at 9:00 am. Commissioners John Hokana, Jerry Walsh, Kacey Holm, and Marke Roberts were also present. Also present were Auditor Sheppard, Applied Digital representative Emma Perotti, and Ottertail Power Company representative Kris Koch. The media was not present. The Pledge of Allegiance was recited.

Additions to the Agenda

Senior Citizen contract

County Park

Temp work for employees

95th Street maintenance

Road project on 87th Avenue and 95th Street

Holm made a motion to approve the revised minutes from November 4th. Walsh seconded. Motion carried.

Sheppard requested the addition of vouchers in the amount of \$144.29 for Central Business Systems and \$227.00 to the Radisson Hotel Bismarck. The Commission had requested clarification on the Radisson Hotel invoice after last meeting and Sheppard had received clarification. Roberts made a motion to approve the vouchers with the addition of the two vouchers. Holm seconded. Roll call was unanimous. Motion carried.

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

Treasurer Wonada Lematta joined the meeting to discuss CD rates with the Commission. The financial institutions are required to quote using the APY (annual percentage yield) and not the APR (annual percentage rate). Roberts made a motion to approve the purchase of CDs for a total of \$2,000,000 with CDARs for 26 weeks. Hokana seconded. Because each financial institution calculates/pays compounds the interest differently, the comparison of rates is complicated. Discussion

followed concerning the length of the CD because of the different rates quoted at 26 weeks and at 52 weeks. After some discussion, Roberts withdrew his motion and Hokana withdrew his second. Lematta will complete some calculations to help the Commission decide and will return later with the information.

The Commission discussed the original contract with the Dickey County Senior Citizen, which is dated October 4, 1987. The Commissioners agree that a new contract needs to be put in place as soon as possible. Walsh made a motion to withhold distribution of taxes paid in 2026 until an approved contract is in place. Due to a lack of a second, the motion failed. Discussion followed on any other entity that may have a contract with the county that is out of date. Sheppard and Radermacher will work on reviewing any other contracts such as this contract.

Sheriff Chris Estes joined the meeting at 10:00.

Walsh stated a decision should be made as to the county property out at Pheasant Lake. The original waiting period of 60 days that was agreed to at the July 1st meeting has expired. A decision was made to wait until the platting of the property by KLJ is completed before any decision is made. Sheppard will put it on the agenda for the December 2nd meeting.

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

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

Flaherty stated there are four properties which are correcting the value due to the houses having been removed from the property but not removed from the value of the property. Holm made a motion to approve the corrections. Holm seconded. Roll call was unanimous. Motion carried.

Flaherty presented three parcels that have late filing of homestead credit for 2023 and 2024 tax years. The credit for 2023 is 100% and the credit for 2024 is 50%. Roberts made a motion to approve the homestead credit. Holm seconded. Roll call was unanimous. Motion carried.

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

Carlson informed the Commission that he had approved a liquor license transfer application from Pheasant Lane and signed the license. The application had been approved by the Sheriff. Roberts made the motion to approve the liquor license transfer application. Holm seconded. Motion carried.

Walsh reminded the Commissioners of the Commissioner Summit held in Bismarck on December 9th. Walsh and Carlson attended last year and felt it was worth the time spent.

Because Christmas Day is Thursday, Walsh made a motion to consider Friday, December 26th as a paid holiday. Hokana seconded. Roll call was unanimous. Motion carried.

The meeting went into recess at 10:25 and returned at 10:30.

Holm made a motion to open the tax sale at 10:32. Roberts seconded. Motion carried. A list of those in attendance is available in the Auditor's Office.

Sheppard read the instructions for all bidders in the room and verified that there were no questions. Parcel #07972000 has been redeemed by the legal owner.

The first parcel for sale is parcel #08078000, Lot 7, Block 31, First Addition, city of Ellendale. Closing bid is \$6,000 to Nick Kendall.

The second parcel for sale is parcel #08462000, Lots 3 & 4, Block 1, Judd's Addition, city of Ellendale. Closing bid is \$4,500 to Logan Dolney.

The tax sale is completed. Walsh made a motion to close the tax sale. Holm seconded. Motion carried.

KLJ Engineer Bryan Tykwinski, Family and Community Wellness Agent Kasi Holm, and NDSU Aging in Community Program Coordinator Katie Wentz joined the meeting at 10:45. Highway Superintendent Jeff Hagen and Applied Digital representative Martin Vega joined the meeting at 11:00.

Kasi Holm introduced Wentz to the Commissioners. Wentz discussed the program with the Commissioners, supplying them with handouts that explain the program. The program is at no cost to the county or the residents of the county. Residents can make donations, but there is no cost for the services offered by the program. Wentz is working with a group of individuals that have expressed interest in serving on the steering committee to get the program working in Dickey County. Wentz stated the group should feel comfortable contacting her with any questions they may have.

Tykwinski discussed the bid opening for the road project to pave 87th Avenue north of Highway 11 to 95th Street and paving of 95th Street to Highway 281. The lowest bidder is Central Specialties Inc. in the amount of \$6,697,064.64 for the construction costs. Any utility costs and engineering costs will be in addition to this number. Discussion followed concerning the ditches along the route, which Tykwinski stated will be cut down. The Memorandum of understanding states that the funding for the project is \$3,000,000 from the state of North Dakota, \$3,000,000 loan from Bank of North Dakota which will be paid by special assessments billed to Applied Digital, and the balance will be fully paid by Applied Digital. Walsh made a motion to accept the bid from Central Specialties Inc. in the amount of \$6,697,064.64 for construction of the project. Hokana seconded. Roll call vote was Hokana yes; Holm no; Carlson yes; Roberts no; Walsh yes. Motion carried. The expected completion date will be in September 2026. Discussion followed concerning the current state of 95th Street and what can be done to fix it until the project can be completed. Discussion followed concerning a temporary agreement between the county and Applied Digital for the use and maintenance of 95th Street until the project is completed.

Hagen presented the new contracts for blading to be mailed to the townships that include the agreement as a two year agreement. A letter will be sent with the new contract pointing out the change in the contract.

Hagen presented a copy of the Upper Great Plains Transportation Institute study that has been requested from NDSU to be filled out for all counties. The Commission reviewed the information given by Hagen. No changes were made.

Estes presented the Burleigh/Morton County housing contract for inmates. Walsh made a motion to have the Chair sign the contract. Holm seconded. Motion carried.

Estes informed the Commission that because of the lack of enough employees, the Highway Patrol is unable to provide additional services in Dickey County at this point. Estes stated that the pay rate did not attract any applicants for a part time position. Estes was told that \$30/hour was not enough, that \$40 or \$50 would be the minimum. Walsh made a motion to change the part time/temp wage rate to \$40 to \$50 an hour. Hokana seconded. Roll call was unanimous. Motion carried.

Estes spoke with the Commission concerning his plan for the “Back the blue” money received from the 2025 legislative session. Walsh made a motion to authorize the Sheriff to expend the Peace Officer and Correctional Officer Appreciation Grant Funds approved in House Bill 1193 which was passed by the 2025 Legislature, per the categories outlined as follows: Funding may be used for providing retention bonuses to current law enforcement and correctional officers and covering tuition and fee payments on behalf of law enforcement trainees. Roberts seconded. Roll call was unanimous. Motion carried.

Lematta presented the information as had been requested concerning the APY and the APR. Hokana made a motion to purchase two CDs with CDAR for \$1,000,000 each for 52 weeks at the 3.82% APY. Walsh seconded. Roll call was unanimous. Motion carried.

Walsh made a motion to adjourn at 12:15.

Salaries		183,312.60	63529-63625
Cities, Schools, Townships	Cities, Schools, Townships	250,630.26	120156-120204
Monthly Expenses	Human Services	7,913.56	120205-120211
281 Repair	Work Done on DES Tahoe- integrated thermostat	554.11	120212
Carlson Brandon	Mileage	31.50	120213
Dickey County Hwy Dept	Gasoline for the park	28.24	120214
Dickey County Leader	Vote AD, Legal Sept and Oct Mins	727.89	120215
Ellendale True Value	Glass Cleaner, Polish, Toilet Brush, WEED/ Feed, snow stuff, cloth towels, pliers	917.13	120216
Hill's Cabinetry and Window Décor	New Blinds in the Commissioner's Room	2,403.68	120217
Hokana John	Mileage	44.80	120218
Holm Kacey	Mileage	41.30	120219
Miller Cresta	Travel to Training Fargo	262.00	120220
Overpayment Refund	Paid Abatement Refund	916.02	120221
Q& N Corporation	Canon 070 printer	139.99	120222
Roberts Marke	Mileage	43.40	120223
Sheppard Wanda	Mileage	247.80	120224
Vestis	Rug Services Courthouse- invoice 2520671732	162.96	120225
Wald Lori	Travel to Conference	225.00	120226
Walsh Gerald	Room Stay	444.00	120227
Anderson Brothers INC	Hydraulic Oil	164.88	120228
Dakota Fluid Power inc	Cylinder Repair	387.49	120229
North Dakota One Call	Locate Call	1.50	120230
Sign Solutions	Signs	325.80	120231
Southeast Water Users	West Shop Utilities	52.60	120232
Vestis	Rug Services	191.45	120233
Vestis	Rug Service- Invoice 2520668099	201.87	120234
Dickey County Recorder's Office	Recording Fee	40.00	120235
Oakes City Auditor	Dickey County Oakes Shop Assessment	1,104.50	120236

Stutsman Correctional Center	Medical Bill for Inmate	586.00	120237
NDAAEA	Membership	75.00	120238
NDAE4-HYW	Membership	100.00	120239
Pakonen Monica	Mileage for Harvest Meal Event	70.35	120240
Dakota Electronics	Power Supply, Battery- Forbes Tower	400.00	120241
Glynn Brothers Concrete	Concrete for Pads for Grills for Parks	3,000.00	120242
Overpayment Refund	Paid MH Abatement Refund	34.62	120243
KLJ Engineering LLC	Construction Engineering Hwy3, Winery Road, DC Hwy 12 Widening, Bituminous Seal Coat	16,660.84	120244
Montana Dakota Utilities	Storage Shed Utilities, Courthouse, Hwy shop, Weed Board Building	2,545.03	120245
Ellendale City Auditor	Courthouse, Park, Hwy Shop, Weed Board Building Utilities	581.56	120246
Overpayment Refund	Paid abatement Refund, Paid MH Abatement Refund	65.36	120247
Lematta Wonada	Mileage to NDACO Conference, Office Supplies	243.02	120248
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	118.73	120249
Kulm Ambulance Corps INC	Ambulance Collections, SAD	126.75	120250
Edgeley Ambulance Service	Ambulance Collections, SAD	169.74	120251
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	3,140.60	120252
Ellendale City Auditor	Airport, SAD, Ambulance Collections SAD	1,531.56	120253
Oakes City Auditor	Airport, SAD	346.45	120254
Garrison Diversion	Collections, SAD	1,514.00	120255
James River Soil Conservation	Collections, SAD	2,770.04	120256
Ellendale Fire	Collections, SAD	809.19	120257
Oakes Fire	Collections, SAD	3,225.49	120258
Dickey County Senior Citizens	Collections, SAD	1,330.62	120259
Dickey County Historical	Collections, SAD	332.62	120260
ND State Treasurer	State Medical, Clerk of Court Fees	1,078.76	120261
Dickey County Treasurer	Clerk of Court Fees	1,265.00	120262
ND Public Employees Retirement	BCBS	55,182.80	120263
ND Public Employees Retirement	LIFE INS	439.56	120264
ND Public Employees Retirement	BCBS- HD	9,474.20	120265
ND Public Employees Retirement	Dental	458.72	120266
ND Public Employees Retirement	Vision	14.19	120267
ND Public Employees Retirement	Life ins- HD	130.02	120268
ND Public Employees Retirement	Def Comp	1,800.18	120269
ND Public Employees Retirement	Def Comp HD	611.00	120270
Wex Health INC	Flex	1,009.16	120271
ND Public Employees Retirement	HSA	672.40	120272
Accounts Management	Garnishments	398.27	120273
Wex Health INC	Cancer	50.00	120274
Central Business Systems	Social Service Half of Copier Bill	144.29	120275
Cole Paper	Janitor Supplies	654.98	120276

Dickey County	Transfer of Funds	75,000.00	120277
Dickey County Hwy Dept	Gasoline for Park Mower	25.30	120278
Dickey County Hwy Dept	Gasoline for Law Enforcement Vehicle	1,159.47	120279
Dickey County Leader	Legal Notice of Tax Sale	97.50	120280
Farmers Union Oil Co	22 Rnx Clear Blade	49.98	120281
Information Technology Dept	Tech Fee	1,804.75	120282
Marquart Andrew	Court Appointed Attorney	198.00	120283
Schimke Andi	Mileage, Meals- Cmp Class	380.00	120284
Mertz Const & Supply	Tip, Bit Holder	29.98	120285
ND Association of Counties	Conv Reg	1,245.00	120286
Prairie Printing	Preprinted Envelopes	495.00	120287
Q& N Corporation	1 year Backup Software	150.00	120288
Radisson Hotel	Room Stay	227.00	120289
Vanguard Appraisals INC	Cama Web Site Service Fee	2,200.00	120290
Agtegra	Fuel for Hwy Dept	802.42	120291
Butler Machinery Co.	Slip Clutches, Blades, Skid Shoes- Mower	3,215.54	120292
Deere Credit INC	Lease Payment on JD GRDR	41,303.16	120293
Dickey County	20% Road and Bridge	156.13	120294
Farmers Union Oil Co	Diesel Fuel for West Shop	3,236.42	120295
John Deere Financial	Multi- Purpose Grease Tube	189.72	120296
Lorena's Cleaning Serv.	Cleaning of the Offices at hwy dept	400.00	120297
Napa Central	Parts for Hwy Dept	70.19	120298
ND Association of Counties	Pre-Employment Drug Test- M Richter	63.00	120299
Ottertail Power Company	Oakes Shop Utilities	71.01	120300
Safety Kleen Systems Inc	Solvent Washer	275.14	120301
Valley Plains Equipment	Hours used on Tractor Hwy	3,234.00	120302
KLJ Engineering LLC	TWP-0011(027) PCN 24310- Boc Culvert Replace	25,243.13	120303
Dakota Improvement	DC 3 E of Oakes Slopes- S Schmit Slope	61,870.00	120304
Office of Attorney General	24/7 Program	900.00	120305
Pharmchem	Fentanyl Screen- Sweat Patch Analysis	63.90	120306
Stutsman Correctional Center	Held 3 inmates for 39 days Total	3,900.00	120307
The Medicine Shoppe	Medicine for Inmate	84.24	120308
Central Business Systems	Copier Contract and Overage Uses age	3,145.50	120309
Oakes Times	AD for Harvest Meal Fundraiser	90.00	120310
Aberdeen Chrysler Center	Work Done on Weed Board Vehicle	955.61	120311
Dickey County Hwy Dept	Gasoline for Weed Board Vehicle	749.08	120312
Ellendale True Value	Shop Supplies	293.69	120313
NDWCA	Memberships	703.00	120314
Nutrien AG Solutions	Chemicals	90,474.00	120315
Underground Vaults & Storage	Storage Microform Box	277.56	120316
Dakota Valley Electric Coop	West Shop, Wilsom Dam, Guelph Tower Utilities	273.00	120317
Dickey County Hwy Dept	Gasoline for Des Vehicle, Election, Park, Tax Office, 4-h, County Agent, and Custodian	280.21	120318
Dickey Rural Networks	Phone Charges	1,378.15	120319
KLJ Engineering LLC	Box Culvert Replacement, Pheasant Lake, dc hwy 12, 86th st, hwy 3	21,515.37	120320

Montana Dakota Utilities	Park, Courthouse, Fullerton Shop, Weed Board Building- Utilities	217.57	120321
Human Services	Monthly Expenses	709.48	120322-120325
JP Morgan Chase Bank	office supplies	4,727.03	120326
ND Public Employees Retirement	Retirement	25,007.27	120327
ND Public Employees Retirement	Retirement	3,320.21	120328
ND Public Employees Retirement	Def Comp	voided	120329
ND Public Employees Retirement	Def comp	611.00	120330
ND Public Employees Retirement	Retirement	96.36	120331
Wex Health INC	Flex	1,009.16	120332
ND Public Employees Retirement	HSA	672.40	120333
Aflac	Cancer	2,541.85	120334
Delta Dental Plan	Dental	2,446.45	120335
Ameritas Life Insurance Corp	Vision	405.28	120336
ND Child Support Division	Garnishments	200.00	120337
Accounts Management	Garnishments	398.27	120338
James Valley Regional Lodge	Dues	66.34	120339
ND Public Employees Retirement	Def comp	1,800.18	120340

Brandon Carlson, Chairman

Wanda Sheppard, Auditor