

**Commissioner Meeting
February 4, 2025**

Chair Brandon Carlson called the meeting to order at 9:01 am. Commissioners John Hokana, Jerry Walsh, Kacey Holm, and Marke Roberts were also present. Auditor Sheppard and resident Cindy Bagley were also present. Also present via electronic means was the Sheriff's office, Administrative Assistant Monica Pakonen, Clerk of Court Andi Schimke, and Applied Digital representative Andrea Mireles. The media was not present. The Pledge of Allegiance was recited.

Additions to the agenda

- Paying for meetings attended after hours meetings
- Hiring another person for the highway department
- Road expenses and road projects

Hokana made a motion to approve the January 21st minutes with corrections. Holm seconded. Motion carried.

Sheppard requested the addition of a voucher in the amount of \$37.06 for a mobile home payment. Roberts made a motion to pay the vouchers as submitted with the addition. Holm seconded. Roll call was unanimous. Motion carried.

Commission discussed the payment of meetings for individuals who attend meetings after work hours or Commissioners that attend additional meetings during the week or in the evening. Walsh made a motion to pay \$150 per meeting if located in Dickey County and \$175 per meeting if located out of Dickey County. Hokana seconded. Roberts stated his no vote, as this was not included in the 2025 budget. Roll call was Holm yes; Carlson yes; Roberts no; Walsh yes; Hokana yes. Motion carried.

States Attorney Kim Radermacher joined the meeting at 9:15 via electronic means. Treasurer Wonada Lematta joined the meeting at 9:23 and Veterans Service Officer Jean Haakenson joined the meeting at 9:25.

Haakenson updated the Commission on activity in the VSO office. Haakenson updated the Commission on the moving to the new office space for the Oakes location, as she will be out of the old space by the end of February. Haakenson updated the Commission on claims filed and approved for the last 6 months. Haakenson requested that her administrative assistant Julie Haak get paid for the ten hours worked before they were notified the approved hours had been reached. Roberts made a motion to pay the additional ten hours to Haak. Walsh seconded. Roll call was unanimous. Motion carried.

County Agent Breana Kiser joined the meeting at 9:26. Health District employee Amber Miller joined the meeting via electronic means at 9:32.

Schimke updated the Commission on the six applications submitted for the Court Facilities Improvement grant program. Three of the six applications have been approved. Schimke stated she would like to complete at least one of the three applications not approved, if possible, as there would still be \$1,891 left in her budget for those projects. The Commission approved Schimke to complete two of the three grants that were unapproved, as she would be still within her budget for 2025.

Lematta presented new CD rates from the local financial institutions for the two CD's that matured in January in the amount of \$1,000,000. Walsh made the motion to purchase two CDs, each in the amount of \$500,000 for six months with CDARS at a rate of 4.6%. Roberts seconded. Roll call was unanimous. Motion carried.

Kiser reviewed the NDSU/Dickey County narrative with the Commission. Kiser reminded the Commission that her performance review is to be held February 12th at 1:30 at the Courthouse, if any would like to attend.

Discussion followed concerning legislative bills that would affect the county. Hokana reminded all that these need to be watched closely. Walsh reminded the group of the County Day in Bismarck on February 18th, which is a good time to discuss issues with the Legislators. Walsh and Sheppard plan on attending.

Sheppard requested a motion on the price for liquor license fees for 2025. The amount in the past has been \$300 annually. Holm made a motion to continue the fee of \$300 for liquor license applications. Hokana seconded. Roll call was unanimous. Motion carried.

The Commission reviewed the open board appointments that expired at the end of 2024. Roberts made a motion to reappoint Justin Gemar to the Water Resource Board. Holm seconded. Motion carried. Sheppard presented two residents who have expressed interest in serving on the Park Board. Walsh made a motion to appoint Darrell Schrum and Jerry Goergen. Holm seconded. Motion carried. Holm made a motion to reappoint Mark Bobbe to the County Weed board. Roberts seconded. Motion carried. Holm made a motion to reappoint Perry Hoven as County Coroner and to sign the contract for county coroner services. Walsh seconded. Motion carried.

Sheppard reviewed with the Commission those that are on the JDA Board. Sheppard stated that the JDA Board has requested the Commission reappoint Jeff Peterson and Auditor Wanda Sheppard as members at large. The positions from the city of Ellendale, Oakes Public School, and a representative from townships will be decided by the city of Ellendale, Oakes Public School, and the townships at their

next meeting. Roberts made a motion to reappoint all individuals for the JDA board. Holm seconded. Motion carried.

The meeting went into recess from 10:17 to 10:27.

Sheppard presented the 2024 budget amendments and discussed the amendments. Holm made a motion to approve the amendments as presented. Walsh seconded. Roll call was unanimous. Motion carried.

Walsh presented a report on road projects and costs of these projects compiled for the Commission to review. The numbers and the priority placed on the projects are based on information received from KLJ Engineer Bryan Tykwinski. The report also covers a new product that Walsh has located, which is called seal-sement. No action was taken at this time.

Sheriff Chris Estes and DES/911 Coordinator Charlie Russell joined the meeting at 10:45. KLJ Engineer Bryan Tykwinski, Highway Superintendent Jeff Hagen, and Highway Foreman Jesse Filbert joined the meeting at 10:50.

Tykwinski discussed with the Commission the seal-sement and the report Walsh had submitted for the Commission to review. The discussion was to try the product on a small scale to see the effects of the product. The Commission asked Filbert to check into the product, or other products like Seal-Sement.

Discussion followed concerning the chip sealing of County Road 8 from the county line to one mile south of County Road 3, County Road 2 south of 11 and north of 3C to the county line, and County Rd 3 west of Oakes. Holm made a motion to start the bidding process for the project discussed. Hokana seconded. Roll call was unanimous. Motion carried.

Walsh inquired about the hiring of another highway worker, as office personnel that are no longer employed with the county. Sheppard reminded the Commission that the original discussion was that the Auditor and Treasurers office would take on the tasks on a temporary basis to make sure it works for all those involved. A decision was made to wait longer to make sure the change is working.

Roberts requested information on the Asphalt Zipper and what the county plans to do with the Asphalt Zipper. A decision was made to check into the sale of the Asphalt Zipper.

Hokana made a motion to adjourn at 12:10.

Commissioner Meeting February 18, 2025

Chair Brandon Carlson called the meeting to order at 8:07 am. Commissioners John Hokana, Jerry Walsh, and Marke Roberts were also present. Auditor Sheppard and resident Cindy Bagley were also present. Attending via electronic means were the Sheriff's office, States Attorney Kim Radermacher, Clerk of Court Andi Schimke, and Administrative Assistant Monica Pakonen. The media was not present. The Pledge of Allegiance was recited.

Additions

Fargo Forum article from February 15th on eminent domain

Edgeley landowner meeting

Yearly tractor contract

Walsh made a motion to approve the minutes from February 4th with corrections. Roberts seconded. Motion carried.

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

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

The Fargo Forum article from February 15th was reviewed and discussed by the Commissioners. Zoning was part of the conversation, which Roberts stated the zoning board is close to submitting something to the Commission for their review.

A bid from Mertz Construction was reviewed for the tearing down of the added wall in the breakroom to make a larger meeting room. This is not in the 2025 budget, but Sheppard will have Mittleider look for grants to assist in completing that project. The Commission took a short break to review the area. Sheppard will also look for placement options for the copier and the postage machine as well.

Sheppard presented the liquor and beer license from the Oakes Golf Course for 2025. Roberts made a motion to approve the license. Hokana seconded. Roll call was unanimous. Motion carried.

Sheppard presented information to the Commission on the extension of the warranty for the phones and phone system. The monthly cost is \$120.00 for three years. This would cover any phones that would need to be replaced, along with a switch in the basement if it were to need repair. The approximate cost of a phone right now is \$175, and the cost of the switch is approximately \$1,600. Walsh made a motion not to extend the warranty. Roberts seconded. Roll call was unanimous. Motion carried.

Treasurer Wonada Lematta joined the meeting at 9:15 to discuss the discounts on the mobile home tax statements. Lematta informed the Commission that mobile home tax statements went in the mail almost a month later than usual. Lematta has been receiving questions about extending the discount period since the tax statements went out so late. Radermacher stated that she would review the North Dakota Century Code and return with the answer to the question. The delay in the statements was due to programming issues due to changes from the 2023 legislative session. Radermacher stated that according to NDCC 57-20-09, "whenever the board of county commissioners, by resolution, determines that an emergency exists in the county by virtue of weather or other catastrophe, it may extend the discount period for an additional thirty days." Due to the programming issues affecting mobile home tax statements, Hokana made a motion to extend the discount period on mobile home tax payments by thirty days, or March 15th. Roberts seconded. Roll call was unanimous. Motion carried.

Carlson updated the Commission on the possibility of purchasing a tractor, instead of renting a tractor through the state of North Dakota. Carlson stated that McIntosh County has a JCB tractor that can be used to mow and to clear snow. The tractor could be used all year round. This would not be in the 2025 budget but could be considered in the 2026 budget.

Tax Director Don Flaherty joined the meeting at 9:30.

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

Flaherty reported that he had eleven homestead credit applications for seven different taxpayers. All applicants qualify for the homestead credit at varying percentages. There are three parcels for tax year 2024. The other parcels are for tax year 2023 and 2024. These parcels will be reimbursed by the State of North Dakota in 2025. Walsh made a motion to approve the homestead credit applications. Roberts seconded. Roll call was unanimous. Motion carried.

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

The Commission asked for an update from Flaherty on the annexation hearing for Applied Digital. Flaherty stated that the second reading had occurred. City of Ellendale has also had several meetings with Ellendale Township concerning 87th Avenue and a joint powers agreement. Tax dollar changes will not change until the 2026 tax year, 2027 budget year. A safety study of the intersection of 87th Avenue and Highway 11 should be requested, if not done already. Walsh put a call into Applied Digital representative Martin Vega to verify if the study has been completed or not. Vega stated it has been discussed but no study has been completed at this time. Applied Digital has been given approval to put temporary turn lanes in but were unable to complete before the start of winter. If the state were to do a study, it would put the project off for two or three years, which is why Applied Digital is planning to fund the project. Roberts stated his concern was what the state would say needs to be in place.

EDF Renewables representatives Adam Batiste, Sarah Thronson, and Dan Lukes joined the meeting at 9:45 to discuss their wind tower project. Batiste stated that the completion of the project is still slated for 2030. Environmental and other surveys will start this spring. Thronson discussed the work being done starting this spring. There will be a landowner meeting in May or June 2025. The number of towers for the project at this point is not known.

Highway Superintendent Jeff Hagen joined the meeting at 10:00.

Hagen stated that he had been contacted by a company boring fiber optic cable along Highway 281 and Highway 11. They remain in the state right of way but are asking if they need permission to bore through county roads. Any county roads that they cross would need to be permitted.

Carlson updated Hagen on the tractor conversation from earlier. Hagen and Filbert will go out to McIntosh County to look at their tractor. Discussion followed concerning the question of the need for a loader on the tractor.

Carlson stated he had been requested for gravel to be placed on County Road 10 and County Road 3. Hagen stated gravel had been put there last year but will keep that in mind for this summer.

Walsh requested Hagen clean the asphalt zipper and take pictures to sell the equipment. Sheppard will list the equipment with the County Auditors once the new pictures are taken.

Hokana made a motion to adjourn the meeting at 10:38.

Salaries

178,819.45 62688-62775

Balco Uniform	Uniforms	104.06	118329
Dickey County Leader	County Boards Positions	45.00	118330
Dickey County Leader	Dec 17th and Jan 17th legal mins, public meeting on new fire district, mins not paid balance forward	2,620.96	118331
Ellendale True Value	Shop Supplies	115.63	118332
Montana Dakota Utilities	Park utilities	99.26	118333
Overpayment Refund	Overpayment Refund	11.42	118334-118335
Starion Insurance Agency	Insurance 2025	73,741.00	118336
Bobcat of Gwinner	New Bobcat Track loader, HD Brush Cutter Attachment	23,705.47	118337
Deere Credit INC	JD GRDR Lease Payment	38,811.83	118338
Deere Credit INC	JD GRDR Lease Payment	39,658.41	118339
Ellendale City Auditor	Landfill Key	500.00	118340
Fullerton City Auditor	Fullerton Shop Utilities- whole year	220.00	118341
Napa Central	Sealed CM Marker, Lamp, Pigtail	111.62	118342
North Dakota One Call	Locate Calls- 20	30.00	118343
Southeast Water Users	West Shop Utilities	51.94	118344
Vestis	Rug services	185.09	118345
Dickey County Hwy Dept	Gasoline for Vso Vehicle	217.14	118346
Cindy Bagley	JDA Meeting Mileage	42.00	118347
Glynn Allan	JDA Meeting Mileage	26.60	118348
Miller Cresta	JDA Meeting Mileage	2.80	118349
Seyer Brian	JDA Meeting Mileage	43.40	118350
Trista Gemar	JDA Meeting Mileage	35.00	118351
Ellendale True Value	Office Supplies	9.49	118352
Kiser Breana	Mileage, Meals	513.60	118353
NDSU Extension Services	County Half of Salary	8,176.17	118354
Hansen Stephen	Mileage to Red River Meeting	280.00	118355
Dickey County Treasurer	Mobile Home Taxes 2024	37.06	118356
AT&T Mobility	Phone Bill Charges	773.78	118357
KLJ Engineering LLC	DC Hwy 12 Widening, Twp Box Culvert Replace	4,193.57	118358
ND Association of Counties	Non-DOT Pool Annual Fee, DOT Pool Annual Fee	1,190.70	118359
Q & N Corporation	Monthly Service Agreement, Hard Drive, Ink for printer, Camera System, cat 6 cable	15,231.98	118360
Human Services	Monthly Expenses	8,204.27	1118361-118370
Cities, Townships, Schools	Cities, Townships, Schools	1,739,676.17	118371-118420
ND Public Employees Retirement	Def Comp	1,674.00	118421
ND Public Employees Retirement	Def comp hd	562.00	118422
Wex Health INC	Flex	1,217.48	118423
ND Public Employees Retirement	HSA	724.97	118424
James Valley Regional Lodge	Dues	33.17	118425
ND Public Employees Retirement	BCBS	44,649.14	118426
ND Public Employees Retirement	Life INS	439.56	118427
ND Public Employees Retirement	BCBS HD	8,223.10	118428

ND Public Employees Retirement	Dental	458.72	118429
ND Public Employees Retirement	Vision	14.19	118430
ND Public Employees Retirement	Life Ins HD	130.02	118431
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	1,457.61	118432
Kulm Ambulance Corps	Ambulance Collections, SAD	1,739.82	118433
Edgeley Ambulance Services	Ambulance Collections, SAD	1,479.59	118434
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	18,109.32	118435
Ashley Ambulance District	Ambulance Collections, SAD	526.42	118436
Ellendale City Auditor	Airport, SAD, Ambulance	17,677.43	118437
Oakes City	Airport, SAD	4,000.57	118438
Garrison Diversion	Collections, SAD	10,610.57	118439
James River Soil Conservation	Collections, sad	25,588.05	118440
Ellendale Fire	Collections, SAD	14,173.65	118441
Oakes Fire	Collections, SAD	20,278.01	118442
Dickey Sargent Join Water Resource District	TWP Improvement, Jackson Improvement dis	21,550.94	118443
Dickey County Senior Citizens	Tax Collections, SAD	10,457.56	118444
Dickey County Historical	Tax Collections, SAD	2,614.12	118445
Kedish House	Grant Money	121.98	118446
Dickey Sargent Irrigation District	Dickey Sargent Irrigation Specials	22,139.01	118447
Sargent County Drain #1	Sargent County Drain #11 Specials	2,796.77	118448
State Treasurer	State Medical	10,112.41	118449
Dickey County Treasurer	Clerk of Court Fees	725.00	118450
Dakota Electronics	DEM Supplies	356.00	118451
Dakota Plains Credit Union	1099 Filing, 1099 NEC Filing, Labels, Stapler, Envelopes Large, w2 forms, Safety Clothing	799.93	118452
Dickey County Leader	Fire District Meeting	187.50	118453
Dickey County Leader	AD for Mobile Home Sale	49.00	118454
Farmers Union Oil Co	Tires Fixed on 2023 Ford	25.00	118455
Information Technology Dept.	Tech Fee- States Attorney, Election, Sheriff Office, Courthouse	1,788.95	118456
Innovative Office Solutions LLC	Custom Stamp	78.90	118457
Midstates Wireless	Equipment- Sheriff Office	494.40	118458
ND League of Cities	Local Gov Capitol- Connection Registration	60.00	118459
ND County Recorders Assoc	2025 Membership Dues	500.00	118460
Overpayment Refund	Overpayment Refund 2024 re taxes	6.22	118461
Overpayment Refund	Overpayment of 2025 Mobile Home Taxes	30.24	118462
Overpayment Refund	Overpayment Refund	2,779.71	118463-118464
Overpayment Refund	Overpayment 2024 RE Taxes	5.00	118465
Prairie Printing	Envelopes	225.00	118466
Q & N Corporation	Monthly Service Agreement, 1 year Backup Software, Toner for HP Printer- Des Office	2,203.24	118467
Q & N Corporation	USB 4 Port Hub, Ink for Printer	947.93	118468
Treasurers Clearing	AR Audit Services	435.46	118469
US Records Midwest LLC	2025 Dickey County Leaders Book	278.22	118470
Vanguard Appraisals Inc	Yearly Service Contract	10,075.00	118471

Vestis	Rug services	164.53	118472
Xtreme Outfitters	Streamlight TLR- 1	174.95	118473
Dakota Electronics	Replace mic	195.00	118474
Dakota Plains Credit Union	Service Contract	42.60	118475
Dickey County Treasurer	20% Road and Bridge	4,158.90	118476
Ellendale True Value	Toilet Cleaner, Cat Food, Towels	147.98	118477
Lorena's Cleaning Serv.	Housekeeping Shop	400.00	118478
Matheson Tri-Gas INC	Torch Blankets	81.16	118479
Napa Central	Filters, Replacement Lens	257.66	118480
Ottertail Power Company	Oakes Shop Utilities	66.34	118481
Vestis	Rug services	192.58	118482
Office of Attorney General	24/7 Program	900.00	118483
Stutsman Correctional Center	Held Inmates- 42 days for 4 Different Inmates	4,200.00	118484
The Medicine Shoppe	Medicine for Inmate	10.95	118485
Dakota Plains Credit Union	Gasoline for Vso Vehicle	49.52	118486
Haakenson Jean	Mileage to Oakes Office - Dec- Jan	481.28	118487
NDACO and Tribal Veteran Service Officers	Spring Conference Fee	120.00	118488
NDACO and Tribal Veteran Service Officers	County NDACTVSO Dues	50.00	118489
Advanced Business Methods	Yearly Contract charge- Copier, Overage color Change	2,477.57	118490
Dakota Plains Credit Union	USPS, Soil Testing Supplies, Memberships, Program Supplies	95.44	118491
Kiser Breana	4-H LQA Program dues	20.00	118492
NDSU Extension LCE	10 Coloring Books	150.00	118493
Z's Fresh Market	Office Supplies	62.34	118494
Farmers Union Oil Co	Propane for Weed Board Building	251.99	118495
House of Glass INC	E side Exit and N side Broken the RMO Unit	1,382.00	118496
Amazon Capital Service	Office Supplies	971.25	118497
City of Ellendale	Courthouse, Park, Road, Weed Board- Utilities	541.62	118498
Dakota Valley Electric Coop	Wilson Dam Utilities, Guelph Tower Utilities	125.00	118499
Dickey Rural Networks	Phone Bill Charges	1,789.21	118500
Montana Dakota Utilities	Storage Shed, Courthouse, Hwy Dept, Fullerton Shop, Weed Board Building- Utilities	5,606.53	118501
ND Association of Counties	Drug Testing	40.00	118502
Human Services	Monthly Services	14,714.40	118503-118509
Wex Health INC	Cancer	50.00	118510
Wendy Willprecht	Annual Reimburse for Bookkeeping	650.00	118511
ND Public Employees Retirement	Retirement	25,147.40	118512
ND Public Employees Retirement	Retirement	3,548.20	118513
ND Public Employees Retirement	Def Comp	1,674.00	118514
ND Public Employees Retirement	Def Comp	562.00	118515
ND Public Employees Retirement	Retirement	135.91	118516
Wex Health INC	Flex	1,217.49	118517
ND Public Employees Retirement	HSA	724.97	118518

Aflac	Cancer	2,524.43	118519
Delta Dental	Plan of MN	2,491.66	118520
Ameritas Life Insurance Corp	Vision	405.28	118521
ND Child Support Division	Garnish	200.00	118522
James Valley Regional Lodge	Dues	33.17	118523

Brandon Carlson, Chairman

Wanda Sheppard, Auditor