

Commissioner Meeting
May 6, 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 JETx representative Kris Koch were also present. The media was not present. The Pledge of Allegiance was recited. Clerk of Court Andi Schimke, Administrative Assistant Monica Pakonen, States Attorney Kim Radermacher, Health District employees Kerry Waldo and Amber Miller, Sheriff's office employee, and Treasurer Wonada Lematta were present via electronic means.

Additions to the Agenda

Property tax legislation
Load Limits
County Road 3 east of Oakes
Prairie Dog fund

Holm made a motion to approve the minutes from the April 15th meeting with corrections. Walsh seconded. Motion carried.

Sheppard requested the addition of one voucher to Dakota Plains Credit Union in the amount of \$222.01 for the purchase of US flags. Holm made a motion to approve the vouchers with the addition. Hokana seconded. Roll call was unanimous. Motion carried.

Sheppard discussed the new p-cards received through JPMorgan. Sheppard stated that in the past credit cards have only been used in the case of an emergency, as the purchase has not been approved by the Commission. Walsh made a motion to switch all credit cards to the JP Morgan p-cards, with staff using the p-cards to pay all bills that are covered in their budget or preapproved by the Commission. Holm seconded. Roll call was unanimous. Motion carried.

Health District Administrator Roxanne Holm joined the meeting and discussed the credit limit for the Health District, as the purchase of vaccine will be more than their current credit limit on the p-card. Sheppard will look at increasing that limit.

County Agent Breana Kiser joined the meeting at 9:40 and reviewed the county narrative from her office. Discussion followed concerning the new Family and Community Wellness Agent Kasi Holm, who will be starting May 27th.

Schimke discussed with the Commission the old racking for the garbage out at Pheasant Lake, that needs to be removed and stored somewhere else. Someone is using the racking for a place to put their garbage. The Commission will talk with Highway Superintendent Hagen about the removal of the racking.

Discussion followed concerning changes made to the Prairie Dog funding by this year's legislation. The amount allocated for the prairie dog fund has decreased, but the order that the funds fill has been changed, allowing for that money to accumulate earlier than in the past.

Veterans Service Officer Jean Haakenson joined the meeting at 9:45. Haakenson is requesting that the hours for her office be by appointment only. There are five other counties that use the by appointment only for appointments. Discussion followed concerning getting more information to the public concerning her office locations and contact information through the newspaper and Facebook. Haakenson will work on getting information posted and in the newspaper.

Sheppard presented a liquor transfer application from Angry Beaver Lodge for a wedding June 21st at the Guelph Community Center. Holm made a motion to approve the application. Roberts seconded. Motion carried.

Sheppard presented a letter that needs to be signed by the Chairman. The letter relates to the primary residence credit and/or mobile home abatements that qualify for the 2024 primary residence credit that are owned by a trust. These are parcels in addition to those originally sent last December. To receive additional credit, this letter needs to be signed. The Auditor's, Treasurer's, and Tax offices are currently looking at the list and will finalize the number. Based on the completion of the review of the list, Walsh made a motion to approve the signing of the letter. Holm seconded. Motion carried.

EDF Renewables representatives Adam Batiste and Sara Thronson joined the meeting at 10:20.

Administrative Assistant Amy Mittleider joined the meeting to discuss the grant received for the cleaning of the outside of the courthouse. There is another grant that has been submitted to help cover the other half of the cost of the project, but Mittleider has not heard back. Discussion followed concerning the money allocated in the Capital Projects fund for the new storage building and if those funds could be used to complete the courthouse this year. Hokana made a motion to use those funds in Capital Projects for the cleaning of the courthouse, if the other grant is not granted. Roberts seconded. Roll call was unanimous. Motion carried.

The Commission went into recess from 10:22 to 10:27.

Walsh made a motion to open the hay cutting bid opening for county park land at Pheasant Lake. Roberts seconded. Motion carried.

One bid was received from Troy Olson in the amount of \$465 or \$31 per acre. Walsh made a motion to accept the bid. Roberts seconded. Roll call was unanimous. Motion carried.

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

Holm made a motion to open the mowing bid hearing for a portion of the county park land at Pheasant Lake. Hokana seconded. Motion carried.

One bid was received from Robert Kadoun for \$25 per hour. Walsh made a motion to accept the bid of \$25 per hour with a maximum of 180 hours with the final mowing to occur on approximately October 15th. Holm seconded. Roll call was Hokana yes; Holm yes; Carlson no; Roberts no; Walsh yes. Motion carried. Schimke will get the reading on the hour meter before mowing starts.

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

KLJ Engineer Brian Tykwinski, Sheriff Chris Estes, Highway Superintendent Jeff Hagen, and Applied Digital representative Martin Vega joined the meeting at 10:48. Applied Digital representative Jannelle Combs joined the meeting at 10:58 via electronic means.

Estes reviewed with the Commission a bid received from Dakota Fence for the installation of fencing to form an impound lot. Discussion followed concerning which side the fence should be placed and the amount of groundwork needed for water that collects in that area. Discussion also included the use of the building for impound only. If there was something stored in the building that was impounded, only Sheriff staff would have access to the building. Estes and Hagen will work on developing a plan for the placement of fencing and/or the use of the building.

Koch presented a map that shows the placement of power line poles in Dickey County. Koch was asking for clarification on whom to speak with concerning 87th Street. Commission stated it would be the City of Ellendale and Ellendale Township, at this time. When asked about the percentage of easements signed, Koch stated that the total project is 75%, with Dickey County at about 89%.

Tykwinski presented the results from the chip seal project bid opening from April 21st. Tykwinski stated that Bituminous Paving Inc was the low bidder. Walsh made a motion to award the project to Bituminous Paving Inc. Holm seconded. Roll call was unanimous. Motion carried.

Tykwinski stated that the Divide Township project needs to be awarded to the low contractor, Jensen Brothers Construction. Holm made a motion to award the Divide Township project to Jensen Brothers Construction. Hokana seconded. Roll call was unanimous. Motion carried.

Discussion followed concerning County Road 3 east of Oakes and complaints received. Discussion included where the funding would come from to complete this road project, and it was decided that Prairie Dog funds would be the best source of funding. After some discussion, Walsh made a motion to request bids to pave County Road 3 east of Oakes to pave the road. Hokana seconded. Roll call was unanimous. Motion carried.

Hagen presented a blading contract from Port Emma for 2025. Holm made a motion to sign the contract. Roberts seconded. Motion carried.

Hagen presented a LoadPass contract for Port Emma. Holm made a motion to sign the contract. Roberts seconded. Motion carried.

Hagen presented a LoadPass contract for Potsdam Township. Roberts made a motion to sign the contract. Holm seconded. Motion carried.

Tykwinski asked for clarification on Phase I and Applied Digital discussed at the April 15th meeting. Radermacher stated that a joint powers agreement has been discussed. The city of Ellendale is discussing the agreement at their next meeting. The Commission decided they want a written document from Elden Township on the turning over of their road to the county. Sheppard will contact Elden Township and ask that they attend the next Commission meeting on May 20th.

Risk Manager Cresta Miller joined the meeting at 11:45 to discuss the need for a motion sensor light in the break room. Discussion followed concerning placement of the motion sensor light in the whole breakroom or just at the back door to the break room. The decision was made to replace the back door light.

Hokana made a motion to adjourn at 12:05.

Commissioner Meeting May 20, 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 OtterTail Power Company Kris Koch was also present. The media was not present. The Pledge of Allegiance was recited. States Attorney Kim Radermacher, Administrative Assistant Monica Pakonen, Clerk of Court Andi Schimke, Dickey County Sheriff's office, Applied Digital Martin Vega, and resident Cindy Bagley were in attendance via electronic means.

Additions to the Agenda

- Pheasant Lake mowing
- Legislative wrap-up
- Drain County Road 12

Roberts made a motion to approve the May 6th meeting as amended. Holm seconded. Motion carried.

Sheppard presented three additional vouchers to be approved, one for \$142.67 to Central Business Systems, one for \$576.43 to JPMorgan, and \$20,000.00 to Fellows Coffee. Walsh made a motion to approve the vouchers with the additions. Holm seconded. Roll call was unanimous. Motion carried.

The April 2025 financials were reviewed. Treasurer Wonada Lematta joined at 9:20 to discuss the interest on the CD's listed at the bottom of the report. Walsh made a motion to authorize Lematta to purchase \$2,000,000 in CDs in 6 month CDs at the best interest Lematta locates. Holm seconded. Roll call was unanimous. Motion carried. Lematta will inform the Commission of the percentage of received on the new CDs.

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

Lematta presented the quarterly pledge report for first quarter 2025. Roberts made a motion to approve the pledge report. Holm seconded. Roll call was unanimous. Motion carried.

Schimke discussed with the Commission an issue with the person hired to mow the county park at Pheasant Lake. A new bid has been submitted, not using the county equipment. Carlson stated that Highway Superintendent Hagen stated that the individuals hired as summer help at the highway shop could do the mowing. A decision was made to use the summer help and Deputy Auditor Stormy Bertsch would be a backup. Schimke requested an hourly rate if other work needed to be done outside of county hours. Based on the bids received, a decision was made to pay \$25 per hour.

Applied Digital representatives Martin Vega and Andrea Mireles joined the meeting at 9:48. Tax Director Don Flaherty joined the meeting at 9:55.

Schimke discussed the mowing residents are doing on county park property at Pheasant Lake. The Commission asked Radermacher for clarification if restrictions were on the original deed which would not allow the Commission to sell the property. Radermacher stated there are no restrictions on the original deed. Holm made a motion to authorize Radermacher to send a letter to all landowners at Pheasant Lake, informing them not to mow county property. Walsh seconded. Roll call was unanimous. Motion carried.

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

Flaherty presented a homestead credit application for one parcel, which qualifies for 50% credit for tax year 2024 and 100% credit for 2023. Holm made a motion to approve the homestead credit application. Hokana seconded. Roll call was unanimous. Motion carried.

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

Holm made a motion to open the omitted tax hearing. Hokana seconded. Motion carried.

Flaherty presented 25 parcels that have prorated omitted tax for tax year 2025 for property purchased in 2024 that converted from exempt to non-exempt for tax purposes. The reason for most of these properties was the deeds were recorded in the Records Office at the end of 2024 after tax statements were mailed. Walsh made a motion to approve the 25 parcels to be added to the tax rolls. Holm seconded. Roll call was unanimous. Motion carried.

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

Flaherty, as Ellendale City Mayor, informed the Commission that Ellendale City Council feels they will not be able to assess the loan for the improvements on 87th Avenue up to 95th Street to Highway 281. Discussion included the fact it will need to be worked out between Applied Digital's lawyer, City of Ellendale's lawyer, and the County States Attorney.

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

Holm presented a rough draft of the zoning ordinances that have been worked on by the Zoning Board. Holm and Roberts reported to the Commission on the contents and how the board has worked together. Holm specifically pointed out pages 78, 82, and 100. Roberts stated there is a system in place in the ordinances allowing for waivers. The Board has worked at not hindering any commerce development in the County and feel they are giving townships room to develop their own ordinances.

KLJ Engineer Bryan Tykwinski joined the meeting at 10:45. Elden Township representative Gary Dathe joined the meeting at 10:48. Highway Superintendent Jeff Hagen joined the meeting at 10:50.

Sheppard presented a contract with Vanguard Appraisal to complete final assessments for the new buildings at Applied Digital when they are complete. Roberts made a motion to sign the contract. Holm seconded. Roll call was unanimous. Motion carried.

Hagen presented a blading contract from Young Township. Holm made a motion to sign the contract. Walsh seconded. Motion carried.

Hagen presented a blading contract with the City of Monango. Holm made a motion to sign the contract. Roberts seconded. Motion carried.

Hagen stated he had received a quote to do patchwork on County Road #2 and the bridge by Maple River Colony on County Road #8. The quote was \$11,749.75 for County Road #2 and \$19,480.12 for the bridge on County Road #8. Holm made a motion to approve the patchwork done at both locations. Walsh seconded. Roll call was unanimous. Motion carried.

Discussion followed concerning the county gravel pit on Highway 56. It is a 37-acre pit that is sandy. Discussion included trading gravel for the sand, if someone was interested. Discussion also included the possibility of selling the land, if we are not going to use it.

Dathe spoke with the Commission on converting 87th Avenue to 95th Street in Elden Township to county road. Dathe stated the township is still willing to turn the road over to the county. There has not been a plan for it, but the township would like to see one, as they have some areas of concern. An additional culvert should be considered at 88th Avenue, which Tykwinski stated should have a hydrology study. Dathe stated one had been done for FEMA a few years ago. Sheppard will see if that study can be located and will give a copy to Tykwinski. Discussion followed that the legal paperwork needs to be in place. Radermacher stated that there should be a motion and a resolution made by Elden Township. The rules of House Bill 1444 should be followed. The Township and the County each need to have a special meeting to meet those guidelines. The township could meet and then the Commission meet following that meeting. Sheppard will work with the township to get the agendas in the paper. The meeting will be on June 10th, with time and location to be set.

Tykwinski stated he would like to have a predesign meeting with the County and Elden Township. Carlson stated he would attend the meeting. Tykwinski will let Carlson know the time and date of the meeting. Roberts questioned if the motion made to start this process should be revoked since the Memorandum of Understanding agreement is different than the original agreement presented at the Commission meeting. That revote will be completed once the agreement is finalized.

Tykwinski presented the design engineering contract for Dickey County #3 east of Oakes in the amount of \$40,000. Hokana made a motion to sign the contract. Roberts seconded. Roll call was unanimous. Motion carried. The bid opening is June 20th with a start date in August.

Carlson updated the Commission on the drain on County Road #12 that John Quandt spoke with the Commission about. US Fish and Wildlife has approved the project but there are issues with the NRCS that are being worked through. The cost of the project will be approximately \$36,000, with the Water Board paying half of the cost and the county paying the other half.

Hokana made a motion to adjourn at 12:00 pm.

Salaries		194,473.73 62963-63058	
Cities, Township, Schools	Cities, Schools. Townships	826,102.82	118934-118983
Monthly Expenses	Human Services	1,459.69	118984-118991
Cole Paper	Buff Pads, Hand Towel, Air Fresh Products	249.64	118992
Chads Electric	Added new lights and switch to Aud vault	989.37	118993
Dickey County Leader	Paper Renewal	42.00	118994
Dickey County Leader	April 1st min, march mins, haying land, employment mowing, twp. equalization mtg	1,188.52	118995
ND Surplus Property	Office supplies, Machinery & equipment	40.00	118996
Overpayment Refund	Overpayment Refunds on Taxes	5,123.56	118997-119006
Prairie Printing	1 case of Window Envelopes	225.00	119007
Quadient Finance USA INC	Added Postage	4,000.00	119008
Rapid Response Plumbing Heating & air	A/C Install in Auditor Office	9,475.00	119009
Schimke Andi	CMP Class Mileage, Meals	430.40	119010
The Village Family Service Center	EAP Contract Yearly	1,500.00	119011
Amazon Capital Service	6 Outdoor American Flags	222.01	119012
Bobcat of Gwinner	Mower Blades	289.59	119013
Dakota Plains Credit Union	Fuel for Pickup, Stamps for hwy dept., Service Contracts	180.60	119014
Ecolab Pest Elimination Division	Pest Control	103.49	119015
Ellendale True Value	Valve, Furnace Pipe Deming Bit	79.96	119016
John Deere Financial	Breather	48.98	119017
Maertens Welding and Machine Company	28- Disc Blades and 12 u bolts, 3 c Spring and Freight	4,064.80	119018
North Dakota One Call	Line Locate	1.50	119019
Oakes Truck & Trailer	Long Automatic Slack Adjuster clevis kit, Park Brake Chamber short, Failed air bag and lift axle valve- Belly Dump	1,566.59	119020

Pomps Tire Service inc	Section & Spot Repair- Tire	435.70	119021
Southeast Water Users	west shop utilities	54.54	119022
Vestis	Rug service	192.58	119023
Dickey County Recorder's office	Warranty Deed Recorder	20.00	119024
Dickey County Recorder's office	2 Plats	40.00	119025
Michael Brademeyer	Landowners Request Payment Distribution	900.00	119026
Barnes County Corrections	Held Inmate for 2 days	200.00	119027
Bradco Restoration inc	10% Deposit on Cleaning Courthouse Building	9,191.00	119028
Fronties Builders Supply	JDA Loan	50,000.00	119029
Dakota Plains Credit Union	Custom Post its, Conference reg., Postage	396.05	119030
Dickey County Agriculture Improvement Association	Programs	744.00	119031
Kiser Breana	Mileage and meals	178.00	119032
Holiday Inn Fargo	Hotel stay	198.00	119033
Kaeser & Blair Incorporated	Office Supplies	255.23	119034
NDSU Extension Service- AG Budget	County Half of Salary for Breana Kiser	7,019.52	119035
Viking Print Shop	Printing	13.88	119036
Farmers Union Oil Co	Propane For Weed Board Building	313.05	119037
Spraysync	Verizon Data Plan	480.00	119038
Gemar Justin	Mileage	79.80	119039
Hansen Stephen	Mileage	70.00	119040
John Quandt	Mileage	42.00	119041
AT&T Mobility	Phone Charges	820.23	119042
Chads Electric	Work done in courtroom remodel	2,840.00	119043
City of Ellendale	utilities	567.06	119044
Dickey County Hwy Dept	Gasoline for Law enforcement and VSO Vehicle	1,113.07	119045
Dickey County hwy dept	Mileage for county car	84.00	119046
Montana Dakota Utilities	Courthouse, Storage Shed, Hwy Dept, Weed Board Building, Park- Utilities	3,882.86	119047
ND Public Employees Retirement	BCBS	46,691.66	119048
ND Public Employees Retirement	Life ins	439.56	119049
ND Public Employees Retirement	BCBS HD	8,223.10	119050
ND Public Employees Retirement	Dental	458.72	119051
ND Public Employees Retirement	Vision	14.19	119052
ND Public Employees Retirement	Life ins hd	130.02	119053
ND Public Employees Retirement	Vision	14.19	119054
ND Public Employees Retirement	Def Comp	1,661.50	119055
ND Public Employees Retirement	Def comp HD	562.00	119056
Wex Health INC	Flex	1,217.49	119057
ND Public Employees Retirement	HSA	724.97	119058
Wex Health INC	Cancer	50.00	119059
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	168.71	119060
Kulm Ambulance Corps Inc.	Ambulance Collections, SAD	12,532.06	119061
Edgeley Ambulance Service	Ambulance Collections, SAD	439.30	119062

Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	4,204.58	119063
Ashley Ambulance District	Ambulance Collections	194.48	119064
Ellendale City	Airport, SAD, Ambulance Collections, SAD	5,888.95	119065
Oakes City	Airport, SAD	2,557.70	119066
Garrison Diversion	Collections, SAD	6,030.03	119067
James River Soil Conservation	Collections, SAD	14,400.15	119068
Ellendale Fire	Collections, SAD	3,297.79	119069
Oakes Fire	Collections, SAD	4,509.47	119070
Dickey County Senior Citizens	Collections, SAD	5,905.25	119071
Dickey County Historical	Collections, SAD	1,476.32	119072
Kedish House	Grant Money	301.46	119073
Sargent County Drain	Drain Specials	648.69	119074
ND State Treasurer	State Medical, Clerk of Court Fees	5,741.23	119075
Dickey County Treasurer	Clerk of Court Fees	595.00	119076
Carlson Brandon	Mileage	31.50	119077
Central Business Systems INC	Copier Charges	142.67	119078
Creative Product Source INC	Evidence Bags Self-Sealing Plastic	285.55	119079
Dickey County 4-H Council	4-H Ribbons and Premiums	3,000.00	119080
Farmers Union Oil Co	Oil Change on 2022 Chevy Tahoe	100.90	119081
Hokana John	Mileage	44.80	119082
Holm Kacey	Mileage	82.60	119083
Information Technology Dept	States Attorney, Election, Sheriff Dept, Courthouse- Tech Fee	1,812.55	119084
Innovative Office Solutions LLC	Embossing Seal Stamp	53.47	119085
ND Association of Counties	Onsite Fee for Drug Testing	22.00	119086
Overpayment Refund	Overpayment Refunds on Taxes	6,264.59	119287-119093
US Records Midwest LLC	Custom Ring Binders	241.22	119094
Vestis	Rug service	164.53	119095
Agtegra- Oakes	Fuel for the hwy dept	833.29	119096
Ecolab Pest Elimination Division	Pest Control	103.49	119097
Farmers Union Oil Co	Diesel Fuel, Grease	732.71	119098
John Deere Financial	Def for shops, Oil Hydraulic, Air Filter, Filter Element	5,416.60	119099
KLJ Engineering LLC	DC Hwy 12 Widening, DC Chip Seal	29,850.12	119100
Lorena's Cleaning SERV	Cleaning of Shop	400.00	119101
Napa Central	Battery and Core, Valvoline gm multi-purpose grease, paint marker, s and s drill bit	395.07	119102
North Central International LLC	2026 International snowplow tandem	141,964.00	119103
Oakes Truck & Trailer	Worked on 2008 Kenworth w900	6,771.34	119104
Ottertail Power Company	Oakes Shop Utilities	80.11	119105
Safety Kleen Systems INC	Parts Washer	274.15	119106
Sign Solutions	Signs	76.68	119107
True North Steel	Culverts	2,939.80	119108
Vestis	Rug service	577.74	119109
Waste Management	Waste Pickup at hwy shop	84.95	119110
Office of Attorney General	24/7 Program	600.00	119111
Barnes County Corrections	Held inmate for 1 day	100.00	119112
Stutsman Correctional Center	Held Inmate for 5 days	500.00	119113
Dakota Plains Credit Union	Gasoline for VSO Vehicle	48.23	119114

Dakota Plains Credit Union	Judges/Helpers postcards, Postcards, Postage	137.40	119115
Z's Fresh Market	Programs Supplies	38.54	119116
Dickey County Leader	Classified help wanted	16.00	119117
Napa Central	oil and oil filters- weed board	109.34	119118
Dakota Valley Electric Coop	Wilson Dam, Guelph Tower Utilities	124.00	119119
Dickey Rural Networks	Phone Bill	1,503.12	119120
Montana Dakota Utilities	Courthouse, Storage Shed, Hwy Shop, Fullerton Shop, Weed Board Building-Utilities	2,901.24	119121
Human Services	Monthly Expenses	832.37	119122-119126
JP Morgan Chase Bank	Hotel stay, Receipt Books, Utilities	576.43	119127
Everspring Inn & Suites	Hotel Stay- Water Board	143.60	119128
Moore Engineering INC	Engineering Consultant	562.50	119129
ND Public Employees Retirement	Retirement	24,381.00	119130
ND Public Employees Retirement	Retirement	3,221.84	119131
ND Public Employees Retirement	Def Comp	1,661.50	119132
ND Public Employees Retirement	Def Comp HD	562.00	119133
ND Public Employees Retirement	Retirement HD	156.19	119134
Wex Health INC	Flex	1,217.49	119135
ND Public Employees Retirement	HSA	724.97	119136
Aflac	Cancer	2,541.85	119137
Delta Dental Plan of Mn	Dental	2,303.07	119138
Ameritas Life Insurance Corp.	Vision	397.16	119139
ND Child Support Division	Garnish	200.00	119140
James Valley Regional Lodge	Dues	66.34	119141

Wanda Sheppard, Auditor

Brandon Carlson, Chairman