

Commissioner Meeting September 2, 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 was also present. The media was not present. The Pledge of Allegiance was recited. Resident Matt Herman and JETx representative Kris Koch were also in attendance.

Additions to the Agenda

Oakes property for new county shop

Drain on County Road 3

Tents

Advertising for highway position

Holm made a motion to approve the minutes- with corrections. Walsh seconded. Motion carried.

Sheppard presented two invoices for road projects payments to Bituminous Paving Inc. and Knife River Materials in the amount of \$358,257.41 and \$850,727.86 respectively. Hokana made a motion to approve vouchers as submitted, with the addition of the two vouchers. Holm seconded. Roll call was unanimous. Motion carried.

Commission discussed the tents that Chad Durham had offered to the county for sale. No action was taken. Sheppard will inform Durham of the decision not to purchase the tents.

Commission discussed the letter received from WAPA concerning the easements for the poles along County Road 3, west of Oakes. As stated in an earlier meeting, the easement will expire on October 1st. WAPA has stated the project will be completed by October 1st and will pay any fines for not completing the project on time. Sheppard stated a bill will be sent for any fines.

Sheppard presented a check received from Tyler Technologies in the amount of \$1,397.26 for an overpayment that was paid using ARPA money received earlier. Based on the stipulation of the federal government that the money be spent by the close of fiscal year 2024, Sheppard is requesting the money be used right away. Discussion followed concerning the use of the money. Walsh made a motion to return the check and request Tyler Technologies use the overpayment as credit on our account. Holm seconded. Roll call was unanimous. Motion carried.

Sheppard presented an agreement with ND Surplus Property that needs to be signed. Roberts made a motion to sign the agreement. Holm seconded. Motion carried.

Commission discussed the advertising of the equipment operator for the road department and the cost of the advertising on the radio. Discussion included running advertising for the sheriff deputy position as well. Walsh made a motion to run the equipment operator ad on the radio for a week. Hokana seconded. Roll call was unanimous. Motion carried.

Carlson updated the Commission on possible locations for a new Highway shop building in Oakes. Carlson has a few possibilities. No decision was made.

Herman discussed with the Commission his concern about public transportation in the county. Herman has requested assistance and has been told there was nothing available at the time requested. Herman stated that this answer came after he had answered several questions unrelated to his location. Herman stated that his understanding was that all senior meals are delivered by Oakes, including those meals in Ellendale. Commission requested that Sheppard send an e-mail to the director and ask that they attend a Commission meeting to discuss the issue.

Carlson stated that the drain on County Road 3 is being worked on. The drain cleaned and flushed well. The name of the drain was discussed and the need to change the name. The State Water Board will give the drain a new number and a better name can be given.

The meeting went into recess from 10:00 through 10:10.

The Commission discussed the Medical Services Director agreement that Health District Administrator Roxanne Holm had sent to the Commission for their review. States Attorney Radermacher has also reviewed the contract. Roxanne Holm joined the meeting at 10:15 to discuss the contract, which includes an increase in the fees. Sanford has requested the County to sign the agreement. Discussion followed concerning other options that would not involve signing an agreement with Sanford. Walsh thinks that the County should sign the agreement for right now and look at other options. Walsh made a motion to accept the agreement with Sanford at the new cost. Holm seconded. Radermacher, who was in attendance via electronic means, stated that there is a 60-day notice to cancel the contract. Roll call was Walsh yes; Roberts no; Carlson yes; Holm yes; Hokana yes. Motion carried.

Ellendale Township Supervisor Joel Hamar, Legislators Jim Grueneich and Mike Brandenburger, and Mayor Don Flaherty joined the meeting at 10:10. Sheriff Chris Estes joined at 10:15 and DES/911 Coordinator Charlie Russell joined at 10:20. KLJ Engineer Bryan Tykwinski and Highway Superintendent Jeff Hagen joined at 10:25. Applied Digital representative Martin Vega joined at 10:30.

The county taking over 87th Avenue 1.50 miles north of Highway 11 in Ellendale Township was discussed. Carlson stated that for the safety of the public, something needs to be done at that intersection. Walsh made a motion to take over control of 87th Avenue north of Highway 11 for 1.5

miles. Hokana seconded. Hamar asked if anyone had talked to ND DOT about the project and the possibility of a safety study for that intersection. Hamar also stated that the county has not done any maintenance on the road in Elden Township since the county has taken over that road. Vega stated that Applied Digital feels that the county has more resources than the township to handle the road. ND DOT funding is based on the county taking over the road.

Applied Digital representative Janelle Combs and EDF Renewables representative Sara Thorndson joined the meeting at 10:45.

Discussion followed concerning why the city did not take over the whole road at the time of annexation. Mayor Flaherty stated that the city of Ellendale worked with the map provided. Walsh called for a vote on the motion. Roll call was Holm no; Carlson yes; Roberts no; Walsh yes; Hokana yes. Motion carried.

TMobile representative Matt Foucault joined the meeting via electronic means to discuss the possible transfer of county cell phones to TMobile. Foucault stated that TMobile will bring a device to the county so that testing can be completed to verify the coverage in Dickey County. No action was taken at this time.

Resident Eric Larsen joined the meeting at 10:55 to discuss a tile application where they will need to have tile bored under County Road 8A in three spots. The line will be approximately 8 feet below the road. Larsen assured the Commission that the right-of-way will be returned to the current state. Roberts made a motion to approve the application. Holm seconded. Roll call was unanimous. Motion carried.

Tykwinski discussed with the Commission possible road projects for the flex funding applications that are due soon. Roads included County Road #2 as a micro-surface project that would extend into LaMoure County and County Road #8 south of the Oakes Road to Highway 11.

Hokana made a motion to adjourn at 11:45.

Special Commission Meeting September 3, 2025

Ellendale School Board Chair Michelle Thorpe called the meeting to order at 7:00 pm. Commissioners Kacey Holm, Jerry Walsh, Brandon Carlson, Marke Roberts, and John Hokana were present. Ellendale Public School Board members Kristi Gilbert, Cresta Miller, Michele Thorpe, Jeff Goehring, and Valerie Wagner were present. Ellendale City Council members Tom Denison, Bruce Crabtree, Tammy Belgarde, Justin Meidinger, Jon Langeliers, and Mayor Don Flaherty were present. A list of those in attendance from the public is on file at the Auditor's office.

The purpose of the meeting is to discuss the proposed new TIF district in the city of Ellendale and the effect of this district on funding for the Ellendale Public School.

Presentations were made by Moore Engineering and North Dakota Department of Public Instruction concerning the tax incentive funding (TIF) district process. Mayor Flaherty presented information compiled concerning the school funding and the effect on the school, city, and the county.

No action was taken.

The meeting adjourned at 8:30 pm.

Commissioner Meeting September 16, 2025

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

Additions to the Agenda

Applicant for highway job

Ellendale Senior Citizen meeting

Water Board concerning drain on County Road 12

Ellendale Mayor concerning new TIF district

Secretary Of State Memorandum of Understanding

Pheasant Lake mowing

WAPA update

Jensen Rock & Asphalt on bridge repair

Roberts made a motion to approve the minutes for the September 2nd and September 3rd meetings as amended. Hokana seconded. Motion carried

Walsh made a motion to approve the vouchers as presented, with the addition of invoices from Montana Dakota Utility and Dakota Valley Electric. Roberts seconded. Roll call was unanimous. Motion carried.

Hokana made a motion to sign the August 2025 financial statement. Walsh seconded. Roll call was unanimous. Motion carried.

Sheppard presented a Memorandum of Understanding received from the ND Secretary of State's office concerning the use and maintenance of election equipment supplied by the State of North Dakota. Sheppard stated that the new memorandum is required because the number of machines supplied by the state of North Dakota has changed, because of the decrease in polling locations on election day. Walsh made a motion to sign the memorandum of understanding. Roberts seconded. Roll call was unanimous. Motion carried.

City of Ellendale Mayor Don Flaherty joined the meeting at 9:25 to discuss notification the city has received from Ellendale Public School concerning the TIF district in Ellendale Acres. The school has notified the city of their intent to start formal negotiations with the county and the city concerning flexibility in opting out of the TIF district in the future. Their concern is the effect of the TIF district if/when changes in legislation occur. The Ellendale City Council has a special meeting on Monday September 22nd where they will set a date for a special meeting to start the negotiations at that time. Roberts made a motion to authorize Sheppard to send a letter to the city of Ellendale stating the county agrees to enter formal negotiations with the city and the Ellendale School District. Walsh seconded. Roll call was unanimous. Motion carried.

Roberts updated the Commission on a discussion he had with Jean Schmaltz concerning the Senior Citizen Center in Ellendale. Schmaltz wanted the Commission to know that meals are being provided at the person's residence and not at the center. The reason for the change is that without a cook, there is no one to clean up afterwards. Schmaltz stated there was no plan to take away services to Ellendale, but their only option at this time is to deliver meals from Oakes until a new cook is hired.

Pheasant Lake residents Mike Visto and Keith Lowen joined the meeting at 9:41.

Carlson updated the Commission on the work on the power lines on County Road 3 west of Oakes. The power lines are off the poles and appeared poles on the south side will get pulled. Sheppard will send a reminder WAPA to inform the county before placing stop lights on the county road.

Visto requested permission to mow 100 feet from the road at Pheasant Lake before snow comes. Visto would also like to mow where the snow is piled each winter. Walsh made a motion to hire Visto to mow back 100 feet off the road on county property and other areas that need to be mowed for placement of snow during the winter for \$1.00 and other considerations. Roberts seconded. Roll call was unanimous. Motion carried.

Sheppard presented a letter to be sent in support of the project that Divide Township is seeking flex funding from the state of North Dakota. As done in a different project, the county becomes the pass through for the project. Roberts made a motion to sign the letter of support to Divide Township for this road project. Hokana seconded. Motion carried.

The meeting went into recess at 10:05 and returned at 10:15.

Sheppard reviewed with the Commission the budget report that was placed in the newspaper before the 2026 budget hearing this afternoon. Possible changes were also discussed, which included an increase in interest income for 2025 and some reduction in expenses for 2025 and 2026. The possibility of removing the new ditch mower from the expenses for 2026 for the highway departments was also discussed.

Water Board Chairman Steve Hansen, Sheriff Chris Estes, and DES/911 Coordinator Charlie Russell joined the meeting at 10:40.

Estes and Carlson presented the lifetime achievement award to Charlie Russell from the North Dakota Emergency Management Association. This award is by nomination from their peers. A short break was taken to celebrate the award.

Highway Superintendent Jeff Hagen, KLJ Engineer Bryan Tykwinski, and Water Board member John Quandt joined the meeting at 10:55.

Quandt reported on the drain on County Road #12 that has been completed. The drain is accomplishing the desired effect, seeing a six inch drop in the water already. Discussion followed concerning the payment for the project. The Water Board and the County Commission both agree to pay half the cost of the project.

Hansen reported on the proposed OEM for the county drain #3 west of Oakes. The drain has been cleaned out and is flowing. An application will be filed by the Water Board for a drain permit to the state of North Dakota. The OEM has been forwarded to the Auditor, States Attorney, and the Commissioners for their review. Contingent on the approval of the OEM by the States Attorney, Roberts made a motion to agree to the OEM between the county and the Water Board. Walsh seconded. Roll call was unanimous. Motion carried.

Tykwinski presented a cooperative agreement with LaMoure County to apply for flex funding for funding for a road project on County Road 2 in Dickey County with continuing with County Road 64 in LaMoure County. Walsh made a motion to sign the cooperative agreement with LaMoure County. Roberts seconded. Roll call was unanimous. Motion carried.

Tykwinski presented a revised letter of agreement with Divide Township for the flex funding application for their road project. Tykwinski updated the construction year to be 2027. Roberts made a

motion to change the original letter to include the new construction date and to include another possible option for the project. Roberts made a motion to sign the letter. Hokana seconded. Roll call was unanimous. Motion carried.

Commission discussed the application received for an equipment operator for the Highway Department. Hagen stated he has received a few calls, but no other applications have been received at this time. Hagen will call to set up an interview.

The Commission went into recess for lunch at 12:15 and returned at 1:30.

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

There were no residents that attended the budget hearing.

The budget hearing was closed and the meeting adjourned at 1:40.

**Special Meeting
September 17, 2025**

Mayor Don Flaherty called the meeting to order at 5:30 pm. This meeting was held to discuss negotiations on the TIF district in Ellendale City. Commissioner Walsh and Auditor Sheppard attended the meeting at the Ellendale Public School with the Ellendale City Council and the Ellendale Public School Board. There were no other Commissioners in attendance.

No action was taken.

The meeting adjourned at 6:40 pm.

**Special Meeting
October 1, 2025**

Mayor Don Flaherty called the meeting to order at 6:00 pm. This meeting was held to discuss negotiations on the TIF district in Ellendale City. Commissioner Walsh and Auditor Sheppard attended the meeting at the Ellendale City office with representatives from the Ellendale City Council and the Ellendale Public School Board. There were no other Commissioners in attendance.

No action was taken.

The meeting adjourned at 6:30 pm.

Salaries		188,538.43	63341-63433
Health District	Human Service	1,222.26	119732-119737
Cities, Townships, Schools	Cities, Townships, Schools	35,915.30	119738-199785
Carlson Brandon	Mileage	126.00	119786
Dickey County Hwy Dept	Gas for the Park and Des Vehicle	228.65	119787
Dickey County Hwy Dept	Gas for law enforcement vehicles	1,125.83	119788
Dickey County Leader	Legal Minutes for July	468.93	119789
Dickey County Leader	July Mins and County Budget	346.83	119790
Flaherty Don	Meals for NDAAO Conference and SBOE	86.00	119791
Henningsen Paul	New Safety Boots	209.95	119792
Holm Kacey	Mileage	123.90	119793
Hokana John	Mileage	179.20	119794
Kinzler Kasie	Meals for NDAAO Conference	86.00	119795
Marquart Andrew	Court Appointed Attorney	288.00	119796
ND Surplus Property	Bag, Waterproof, Weap-Sheriff Office	40.00	119797
ND Surplus Property	Pouch, M4 three Mag-DES	48.00	119798
Q & N Corporation	Monthly Service Agreement, APC 1500 Power Supply for Server Room	2,168.99	119799
Roberts Marke	Mileage	173.60	119800
Sheppard Wanda	Mileage	37.80	119801
Vestis	Rug Services	167.50	119802
Climate Control	4 New Furnace Filters	156.00	119803
Dakota Plains Credit Union	Climate Control	44.50	119804
Dickey County	20% Road and Bridge	13.89	119805
Michael Schwab	Tanker Trailer Rental	1,500.00	119806
Retzlaff R Trucking	Gravel Hauled on DC 4 AND 9	29,533.44	119807
Southeast Water Users	West Shop Utilities	51.05	119808

Valley Plains Equipment	Window Kit	537.63	119809
Vestis	Rug Services invoice 2520638848	192.58	119810
Waste Management	Waste Pickup	95.15	119811
Dakota Plains Credit Union	Finance charge	10.86	119812
Kiser Breana	Mileage	205.80	119813
Shop 4-H National 4-H Council	Office Supplies, Programs	274.03	119814
ND Water Resource Districts ASSN	Dues/ Memberships	1,000.00	119815
ND Water Users Association	Dues	1,000.00	119816
Gemar Justin	Mileage	59.50	119817
Hansen Stephen	Mileage	131.60	119818
John Quandt	Mileage	91.00	119819
Ohnstad Twichell	Legal Fees	1,907.60	119820
AT&T Mobility	Phone Charges	820.23	119821
Dickey County Hwy Dept	County Car and gas for the lawn mower	156.94	119822
Ellendale City Auditor	Sprinklers, Courthouse, Park, Hwy Dept., Weed Board	1,335.73	119823
KLJ Engineering LLC	Box Culvert Replacement, paving Oakes, HWY 3 Design, bituminous seal coat, DC 12 widening	43,574.89	119824
Quadient Finance USA Inc	Added Postage	4,000.00	119825
Knife River Materials-Northern Minnesota	DC Hwy 3 Paving Project	850,727.86	119826
Bituminous Paving Inc	DC Hwy 8 Seal Coat	358,227.41	119827
ND Public Employees Retirement	BCBS	52,829.22	119828
ND Public Employees Retirement	LIFE INS	439.28	119829
ND Public Employees Retirement	BCBS HD	9,474.20	119830
ND Public Employees Retirement	Dental	458.72	119831
ND Public Employees Retirement	Vision	14.19	119832
ND Public Employees Retirement	Life INS HD	130.02	119833
ND Public Employees Retirement	Def Comp	1,663.50	119834
ND Public Employees Retirement	Def Comp HD	611.00	119835
Wex Health INC	Flex	1,217.49	119836
ND Public Employees Retirement	HSA	672.40	119837
Wex Health INC	Cancer	50.00	119838
Community Volunteer EMS of LaMoure	Ambulance SAD	70.28	119839
Kulm Ambulance Corps	Ambulance SAD	115.90	119840
Edgeley Ambulance Service	Ambulance SAD	57.62	119841
Oakes Volunteer Ambulance Service	Ambulance SAD	682.93	119842
Ellendale City Auditor	Airport, Ambulance SAD	735.74	119843
Oakes City	Airport, SAD	197.34	119844
Garrison Diversion	Collections, SAD	573.87	119845
James River Soil Conservation	Collections, SAD	446.84	119846
Ellendale Fire	Collections, SAD	157.45	119847

Oakes Fire	Collections, SAD	266.58	119848
Dickey County Senior Citizens	Collections, SAD	413.21	119849
Dickey County Historical	Collections, SAD	103.37	119850
ND State Treasurer	State Medical, Clerk of Court Fees	153.10	119851
Dickey County Treasurer	Clerk of Court Fees	815.00	119852
Wex Health INC	Cancer	50.00	119853
Human Services	Monthly Expenses	26,914.66	119854-119862
281 Repair	Repair rear brakes, Oil change- 2016 Tahoe	698.10	119863
Avid Hawk LLC	Domain Renewal	25.00	119864
Axon Enterprises Inc	Machinery & Equipment	5,183.41	119865
Bertsch Ty	Safety Boots	149.99	119866
Central Business Systems Inc	Clerk of Court Printer Contract	592.20	119867
Central Business Systems Inc	Printer Contract and overage on color	126.76	119868
Central States Radar	ACI Stalker Radar- 3 units	126.00	119869
Ellendale True Value	Watch Battery, Caramels, Cab Tie, end plug epoxy gel, keys made for the SS Building	45.38	119870
Great Western States Supply LLC	Mini LED Flashlights Keychain- 250 Qty	454.50	119871
Information Technology Dept	Sheriff's office, Election, Courthouse, States Attorney- Tech Fee	1,804.75	119872
Napa Central	Blade Fuse Kit	10.62	119873
ND Association of Counties	Onsite Fee Drug Test, Pre-Employment Drug Testing-Park	85.00	119874
Oakes Times	Paper Renewal	42.00	119875
Q & N Corporation	Computer Monitor for Des Office, Monthly Service Agreement	2,129.00	119876
Software Innovations	Taxation Budget Notice Upgrade	2,500.00	119877
Stutsman County Auditor	Court Appointed Attorney	312.50	119878
Bear Creek Gravel LLC	Loading Gravel	366.80	119879
Brokaw Ryan	Royalties	62,516.94	119880
Dakota Improvement	Gravel Hauled	3,676.07	119881
Dickey County	20% Road and Bridge	13.12	119882
Farmers Union Oil Co	Propane Oakes, West, Ellendale Shop- Diesel Fuel West Shop	4,404.70	119883
Jensen Rock & Sand INC.	Culvert Asphalt Patching, Asphalt Paving at Bridge Ends	31,229.87	119884
Musland Scott	Rock for RipRap	488.05	119885
Napa Central	Blower Motor Assy	164.28	119886
Ottertail Power Company	Oakes Shop Utilities	66.13	119887
RTS Shearing LLC	Crushing by the Yard	83,355.92	119888
True North Steel	Culverts	48,108.80	119889
Vestis	Rug Services- Invoice 2520646009	201.87	119890
Office of Attorney General	24/7 Program	820.00	119891
Pharmchem	Sweat Patch Analysis and Fentanyl Screen	63.90	119892
Stutsman Correctional Center	Held Inmates- 4 inmates, 15 days total	1,500.00	119893
The Medicine Shoppe	Medicine for an inmate	27.52	119894
Dickey County Leader	Spraying Notice	112.50	119895
Dickey County Hwy Dept	Gasoline for weed Board	502.99	119896
Ellendale True Value	Shop Supplies- Weed Board	498.91	119897
Dakota Electronics	Repair Cable on Siren Pole in Ludden	203.50	119898
Dakota Valley Electric Coop	Wilson Dam, Guelph Tower Utilities	127.00	119899
Dickey Rural Networks	Phone Charges	1,499.48	119900

Lorena's Cleaning Serv.	Pheasant Lake Bathroom Cleaning, Hwy Shop Cleaning	625.00	119901
Montana Dakota Utilities	Park, Fullerton Shop Utilities	222.41	119902
Montana Dakota Utilities	Courthouse, Storage Shed, Hwy Shop, Weed board building- Utilities	2,115.79	119903
JP Morgan Chase Bank NA	Office Supplies, Utilities, service contract, Pria education, hotel stays, postage, food for prisoners	void	119904
JP Morgan Chase Bank NA	Office Supplies, Utilities, service contract, Pria education, hotel stays, postage, food for prisoners	1,505.11	119905
Baker Trapping Services	Check Traps	281.40	119906
Dakota Improvement	Proposed Project	4,175.00	119907
Moore Engineering INC	Engineering Consultant	3,536.25	119908
Ohnstad Twichell PC	Legal Fees	283.00	119909
Q& N Corporation	Office Supplies	1,143.93	119910
Musland Scott	Rock for RipRap Rest of Payment	25,010.00	119911
Fullerton Farmers Elevator	Reissue Check From 2024 Lost Check	190.00	119912
Safety Kleen Systems INC	Reissue Check from the Beginning of the Year	274.15	119913
ND Public Employees Retirement	Retirement	24,287.32	119914
ND Public Employees Retirement	Retirement	3,413.78	119915
ND Public Employees Retirement	Def Comp	1,663.50	119916
ND Public Employees Retirement	Def Comp hd	611.00	119917
ND Public Employees Retirement	Retirement	35.50	119918
Wex Health INC	Flex	1,009.16	119919
ND Public Employees Retirement	hsa	672.40	119920
Aflac	Cancer	2,541.85	119921
Delta Dental Plan of MN	Dental	2,397.38	119922
Ameritas Life Insurance Corp.	Vision	397.16	119923
ND Child Support Division	Garnish	200.00	119924
Accounts Management	Garnish	796.54	119925
James Valley Regional Lodge #4	Dues	66.34	119926
ND State Tax Commissioner	ST W/H Taxes	1,676.44	119927

Wanda Sheppard, Auditor

Brandon Carlson, Chairman