

**Commissioner Meeting  
January 7, 2025**

Chair Jerry Walsh called the meeting to order at 9:00 am. Commissioners John Hokana, Brandon Carlson, Kacey Holm, and Marke Roberts were also present. Auditor Sheppard and resident Cindy Bagley 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, and Health District employee Amber Miller were in attendance via electronic means.

Carlson made a motion to approve the minutes with corrections from the December 17<sup>th</sup> and December 26<sup>th</sup> meetings. Holm seconded. Motion carried.

Applied Digital representative Andrea Mireles joined the meeting at 9:15 via electronic means.

Discussion followed concerning the performance reviews that were looked at during the December 26<sup>th</sup> special meeting. Roberts requested the Sheriff's office personnel reviews that were not reviewed at that meeting.

Carlson made a motion to sign the Quit Claim deeds from the land sale in November. Holm seconded. Motion carried.

Hokana made a motion to adjourn at 9:15.

The meeting was reopened for new business.

Walsh requested nominations for the new Chair for 2025. Roberts made a motion to nominate Brandon Carlson. Holm made a motion to cease nominations and cast a unanimous ballot to appoint Brandon Carlson as the new Chair. Hokana seconded. Motion carried.

Carlson requested nominations for the new Vice Chair for 2025. Walsh made a motion to nominate Kacey Holm as Vice Chair, cease nominations and cast a unanimous ballot to appoint Kacey Holm as the new Vice Chair. Hokana seconded. Motion carried.

On behalf of the Commissioners, Hokana thanked Walsh for his work as Chair for the last year.

Sheriff Chris Estes joined the meeting at 9:20 with the performance reviews of the Sheriff's staff.

**Additions**

County ordinances

Furnace at social services

Flood plain

WAPA extension

Reminder of January 14<sup>th</sup> joint meeting with LaMoure County Commissioners concerning LaMoure Fire District

Commissioners discussed the possibility of implementing portfolios again. A decision was made to continue without portfolios. Sheppard will send out a reminder that staff can contact any of the Commissioners at any time they have concerns.

The various county board positions were reviewed for expiring terms. Sheppard will put an advertisement for positions on the Weed Board, Water Board, and two positions on the Park Board. Those whose terms are expiring will be notified as well to see if they are willing to serve another term.

Walsh made a motion to reappoint Representative Jim Grueneich to the South Country Human Services Zone board. Roberts seconded. Motion carried.

Walsh made a motion to reappoint Holm to the South-Central Dakota Regional Council Board. Roberts seconded. Motion carried.

Walsh made a motion to reappoint Roberts and Holm to the Planning Commission for a two-year term. Hokana seconded. Motion carried.

Sheppard presented a change in the vouchers presented to the Board for safety wear purchased by highway personnel, as the yearly limit amount allowed is \$350.00 and the purchase was \$354.46. Discussion followed concerning the amount of association dues paid by the county. Hokana made a motion to pay all vouchers, except for the dues to South Central Dakota Regional Council and to have them attend the next Commission meeting to discuss. Holm seconded. Roll call was unanimous. Motion carried.

Discussion followed concerning the replacement of the two furnaces out at Human Services Zone office. The three bids were reviewed. Sheppard stated that Administrative Assistant Amy Mittleider has not heard back on the grant that was applied for to replace the furnaces. Walsh made a motion to accept the bid in the amount of \$13,250 from Rapid Response Plumbing Heating and Air. Holm seconded. Roll call was unanimous. Motion carried.

Highway Superintendent Jeff Hagen and DES/911 Coordinator Charlie Russell joined the meeting at 10:20. Tax Director Don Flaherty joined the meeting at 10:30.

Sheppard updated the Commission on the information received concerning the easement granted on County Road #3 west of Oakes for the WAPA power poles. The original agreement was a one-year easement, which was two years ago. A request has been received to extend the agreement another year. After some discussion, Walsh made a motion to extend the agreement to October 1<sup>st</sup>. Holm seconded. Motion carried.

Bagley discussed with the Commission the Sheriff/Highway building and what the next step is in the process. MDU has been contacted by Sheppard to get the power to the building. Bagley asked that the Commission consider the original building plan of adding on to the weed board building a 40x60 building for the Sheriff's storage and use the other building for the road department. Discussion followed that the original purchase of the building was for the Sheriff's storage and that the highway department would use the space not allocated for the Sheriff's office. The size of the doors needed on the north side of the building were discussed. Bagley will present at the next Commission meeting information she will compile with cost of work to get doors on the inside and lights. Tiling issues that had been brought up before were discussed again.

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

Flaherty presented two homestead credit applications that meet the requirements set by the state of North Dakota. The residents are qualified for 100% tax credit, one for 2023 and 2024, one 100% for 2024. Flaherty stated that this money will be reimbursed by the state of North Dakota, therefore no loss of property tax. Roberts made a motion to approve the applications. Holm seconded. Roll call was unanimous. Motion carried.

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

Flaherty presented the 2025 mobile home rates received from the state of North Dakota. Flaherty stated that in the past Dickey County has adopted the state rates at 85% and would suggest continuing that plan. Walsh made a motion to adopt the 85% rate on mobile homes for 2025. Holm seconded. Roll call was unanimous. Motion carried.

Flaherty stated that he has received the agriculture land values from the state of North Dakota. Flaherty will present at the next meeting.

Sheppard presented the PAT software agreement with Secure Software Solutions for 2025, which is used by the Tax Equalization office. The agreement fee was approved with the vouchers approved earlier. Carlson signed the agreement.

Sheppard presented the Memorandum of Commitment for the Red River Water Project, which was discussed at the December 17<sup>th</sup> meeting. Based on the recommendation of the review of the States Attorney, Roberts made a motion to sign the Memorandum of Commitment. Holm seconded. Roll call was unanimous. Motion carried.

Commission meeting went into recess at 10:55 and returned at 11:00.

Russell spoke with the Commission on the information received from the flood plain mapping received from FEMA. Russell stated that the minimum the county should do at this time is to adopt the Flood Insurance Rate Map (FIRM) that has been approved by FEMA. The standards set in 44 CFR Part 60.3(d) could be adopted, with the zoning board having the option to put more restriction than the standards later. Action on the FIRM and standards will need to be completed by June 18<sup>th</sup>, or the county will be out of compliance with FEMA on June 19<sup>th</sup>. Roberts made a motion to adopt the FIRM and the minimum standards set by 44 CFR Part 60.3(d) of the National Flood Insurance Program. Holm seconded. Roll call was unanimous. Motion carried.

Hagen received an easement request from SouthEast Water Users for the water treatment on County Road 1A. The structure will be 50 feet into the right of way. Hagen stated it should not make any difference. Holm made a motion to approve the easement. Roberts seconded. Roll call was unanimous. Motion carried.

Hagen discussed the bridge agreement that needs to be signed with Brown County. Brown County signed a version of the agreement, accepting full responsibility on one bridge and Dickey County would be responsible for the other three. Discussion followed concerning which agreement Dickey County should be signing. After some discussion, Holm made a motion to sign an agreement where each county is accepting 50% responsibility. Hokana seconded. Roll call was unanimous. Motion carried.

Holm made a motion to adjourn at 11:50.

## **Commissioner Meeting January 21, 2025**

Chair Brandon Carlson called the meeting to order at 9:53 am. Commissioners John Hokana, Jerry Walsh, Kacey Holm, and Marke Roberts were present. Auditor Sheppard and resident Cindy Bagley were also present. In attendance via electronic means are Administrative Assistant Monica Pakonen, Dickey County Sheriff's office personnel, States Attorney Kim Radermacher, Applied Digital representative Andrea Mireles, South Central Regional Council representative Jennifer Schultes. The media was not present. The Pledge of Allegiance was recited.

### **Additions to the Agenda**

Health District officer

Setbacks for CO2 pipelines in Century Code

Update on Ellendale City Council and the Applied Digital annexation

Walsh made a motion to approve the minutes from January 7<sup>th</sup> with corrections. Holm seconded. Motion carried.

Sheppard requested the addition of \$4,303.08 in overpayment of taxes refunds. Holm made a motion to approve to pay the vouchers without the South-Central Dakota Regional Council bill. Hokana seconded. Roll call was Walsh no; Roberts yes; Carlson yes; Holm yes; Hokana yes. Motion carried.

Tax Director Don Flaherty joined the meeting at 10:10. Health District employee Kerry Waldo joined the meeting via electronic means at 10:12.

Sheppard presented the financials for December 2024. Discussion included the two CD's that were set to expire last week. Sheppard will check on their status. Walsh made a motion to approve the financials. Holm seconded. Roll call was unanimous. Motion carried.

Ellendale Mayor Flaherty gave an update on the annexation of Applied Digital land into the city of Ellendale. Flaherty stated that the second reading of the annexation will occur at their February meeting and should be approved at that time. Commissioners discussed phone calls received concerning Ellendale Township residents that were in favor of this change. Flaherty and Sheppard talked of phone calls from residents thinking it would hurt the county mills, which were corrected by staff in those conversations.

A decision has been made to start the February 18<sup>th</sup> meeting at 8:00 due to legislative meetings in Bismarck that afternoon that Walsh and Sheppard are planning to attend.

Schultes talked with the Commission on work that SCDRC has completed for the county and other organizations within the county. Commission stated that the dues paid are very expensive and wonder what the county is getting for those dollars. Projects being worked on for the county included the comprehensive plan (needed for zoning ordinances) and the hazard mitigation plan required by FEMA. Schultes also stated they are working with the city of Ellendale on the emergency building. Harris Machine also has a grant. All political subdivisions can use them when we pay the dues. Work is billed at a discount as well.

Fullerton Farmers Elevator board member Allan Gramlow joined the meeting at 10:34. DES/911 Coordinator Charlie Russell, Highway Superintendent Jeff Hagen, and Highway Foreman Jesse Filbert joined the meeting at 10:45.

Holm made a motion to pay the dues to SCDRC. Walsh seconded. Roll call was Roberts no; Walsh yes; Hokana yes; Holm yes; Carlson no. Motion carried.

Flaherty discussed the ag land valuation data received from the state of North Dakota. The value for Dickey County has increased an average of 0.36% for 2025. Flaherty is suggesting a target of 97.5% of the state value, which would keep Dickey County in compliance with state requirements. Walsh made a motion to target the value at 97.5%, as recommended by Flaherty. Holm seconded. Roll call was unanimous. Motion carried.

JETx project developer Kris Coch joined the meeting at 10:50 and gave an update on the transmission line project from Jamestown to Ellendale. The timeline was reviewed, which shows construction to start in quarter three of 2026 with the project finished in 2028. Dickey County is at 86% of easements signed. Setbacks were discussed as there are a couple of townships that have different setback rules than the state. JETx is working with those townships.

Fullerton Farmers Elevator Board Chair Mark Wagner joined the meeting at 11:00.

Gramlow and Wagner discussed with the Commission the state of Dickey County Rd 3C, going west of Fullerton. Gramlow and Wagner are both on the elevator board, as well as on their township boards, which include this road. Dickey County 3C is relied on by many farmers and businesses, including the Fullerton Farmers Elevator. The elevator is asking for support for the maintenance of that road from County Road 8 to Highway 281. They stated the road going further west could use work as well. Discussion included using the dustpod product on that road and if that would help. The worst part is from county road 8 to the west elevator. Discussion included the possibility that the elevator could assist with the project. The Commissioners would like to assist in getting the road in better condition. Hokana made a motion to approve the use of dustpods on the first mile to the west elevator. Holm seconded. Roll call was unanimous. Motion carried.

Hagen discussed with the Commission the agreement signed at the January 7<sup>th</sup> meeting concerning the bridges shared with Brown County. Brown County did not agree with the original agreement. After some discussion, Holm made a motion to rescind the initial motion and to sign the approved agreement from Brown County. Walsh seconded. Roll call was Roberts yes; Walsh yes; Hokana yes; Holm yes; Carlson no. Motion carried.

Roberts made a motion to abolish the county health district appointee, and the health district will take the responsibility of the appointee and budget for that position. Holm seconded. Roll call was unanimous. Motion carried.

Holm made a motion to adjourn at 12:25.

Salaries		175,149.05	62594-62987
ND Public Employees Retirement	BCBS	46,691.66	118113

ND Public Employees Retirement	LIFE INS	470.60	118114
ND Public Employees Retirement	BCBS-HD	8,223.10	118115
ND Public Employees Retirement	Dental	458.72	118116
ND Public Employees Retirement	Vision	14.19	118117
ND Public Employees Retirement	Life Ins- HD	130.02	118118
Cities, Townships, Schools	Cities, Townships, Schools	1,714,874.93	118119 - 118168
Balco Uniform	Clothing	104.06	118169
Graham Tire Co	New Tires Squad Car	684.00	118170
Hoven Perry	Coroner Calls, meals and mileage, Coroner Supplies	1,156.80	118171
Marquart Andrew	Court Appointed Attorney	288.00	118172
Merkel Ross	Reimburse for glass	350.00	118173
Montana Dakota Utilities	Park Lighting	93.99	118174
Napa Central	Vehicle Mani	13.49	118175
ND Association of Counties	dues	8,059.00	118176
ND County Commissioners Asso	Dues	1,725.00	118178
Overpayment Refund	Overpayment Refund	8,217.21	118179 - 118184
Q& N Corporation	Install new pcs, Printer, 27' monitor, QuickBooks server for hwy	1,689.00	118185
Software Solutions	License Renewal 2025 Secure Software	4,100.00	118186
Bruce Skjefte and Margo Skjefte	Mitigating Damages 3 Acres	3,000.00	118187
Ellendale True Value	Office Supplies	7.12	118188
ND Association of Co Engineers	Dues	485.00	118189
Oakes Truck and Trailer	Labor on sidedump, Brake Shoes, wheel seal, gasket, gear lube, wheel stud,	2,483.88	118190
Travis Thompson	Mitigating Damages 3 Acres	5,000.00	118191
True North Steel	Culverts	27,437.84	118192
Vestis	Rug Service	185.09	118193
Office of Attorney General	Scramnet for December	790.00	118194
Julie Haak	Travel From Oakes to Ellendale	42.88	118195
Electro Watchman INC	Balance on Alarm System	4,042.27	118196
Onsolve	Service Contract Code Red	2,643.53	118197
Ellendale City	Utilities	533.27	118198
Ellendale True Value	Filter, Bulbs, bath tissue, ceramic heater, cab ties, tape	234.65	118199
ND Association of Counties	2025 Workers Comp	31,256.51	118200
Tyler Technologies	Docupro, eRecording, Doc market, document alerts- 2025 fees	8,958.61	118201
Monthly Expresses	Human Services	4,005.23	118202 - 118213
ND Public Employees Retirement	Def Comp	1,674.00	118214
ND Public Employees Retirement	Def Comp	562.00	118215
Wex Health	Flex	1,217.49	118216

ND Public Employees Retirement	HSA	724.97	118217
Wex Health	Cancer	50.00	118218
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	1,833.11	118219
Kulm Ambulance Corps INC. c/o Jennifer McDermid	Ambulance Collections, SAD	2,765.80	118220
Edgeley Ambulance Services	Ambulance Collections, SAD	2,414.41	118221
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	17,196.25	118222
Community Volunteer EMS of Ashley	Ambulance Collections, SAD	1,587.70	118223
Ellendale City	Airport, SAD, Ambulance Collections	24,303.72	118224
Oakes City	Airport, SAD	5,525.96	118225
Garrison Diversion	Collections, SAD	12,537.33	118226
James River Soil Conservation 975	Collections, SAD	30,572.85	118227
Ellendale Fire	Collections, SAD	20,204.74	118228
Oakes Fire	Collections, SAD	18,903.41	118229
Dickey Sargent joint water Resource District	Special assessments, Bond special Assessments	45,620.89	118230
Dickey County Senior Citizens	Collections, SAD	12,384.70	118231
Dickey County Historical	Collections, SAD	3,095.08	118232
Kedish House	Grant Money	1,692.09	118233
Dickey Sargent Irrigation District	Dickey Sargent Irrigation Specials	16,838.15	118234
Sargent County Drain #11	Sargent County Drain #11 Specials	4,446.22	118235
State Treasurer	State Medical, Clerk of Court Fees	12,163.26	118236
Dickey County Treasurer	Clerk of Court Fees	870.00	118237
Allard Trophy Company	Trophies and medals for math counts 2025	180.50	118238
Better Bidders Inc	Office Supplies	87.19	118239
Cole Paper	Trash Bags, Hand Towels, Cleaner, Bath Tissue	581.20	118240
Dakota Plains Credit Union	Gasoline for Law Enforcement Vehicle, Remote Battery	95.24	118241
Dickey County Hwy Dept	Gasoline for Law Enforcement Vehicle	1,078.91	118242
Dickey County Hwy Dept	Gasoline for Park Board	13.07	118243
Dickey County Hwy Dept	Gasoline for Des Vehicle	109.48	118244
Dickey County Leader	Dec 3 Mins, Rural Fire District Hearing add	348.60	118245
Dickey County Leader	Mobile Homes for Auction	49.00	118246
Dickey County Treasurer	Indirect Assessment for Yorktown Maple Drain Project	1,789.91	118247
Farmers Union Oil Co	Vehicle Maintenance	217.67	118248
House of Glass INC	South Entrance Adjusted Upper Rods for Lock	177.00	118249
Information Technology Dept.	Tech Fees	1,788.95	118250
Marquart Andrew	Court Appointed Attorney	288.00	118251
ND Association of Counties	Marriage License Program	18.00	118252
ND Association of Counties	Special Operations- Sheriff Office	400.00	118253
ND Emergency Management Assoc	Yearly Dues	50.00	118254
Overpayment Refund	Overpayment Refund	18.94	118255
Overpayment Refund	Paid Abatement due to primary Residence Credit	2,187.99	118256
			118265

Overpayment Refund	Overpayment Refund	4,303.08	118266 - 118267
Overpayment Refund	Overpayment Refund	11,240.25	118268 - 118275
Praska's Hardware Hank	Safety Clothing for Adam	59.99	118276
Quadient Leasing USA, INC	Postage Machine Rental	294.99	118277
Software Solutions	First Core Logic file Creation Request	750.00	118278
Southeast ND County Commissioner Association	Dues	400.00	118279
Vestis	Rug Service	153.56	118280
Agtegra Oakes	Gasoline for Hwy Dept	159.90	118281
Dakota Valley Electric Coop	West Shop Utilities	230.00	118282
Dickey County Treasurer	20% Road and Bridge	4,883.51	118283
Fullerton City Auditor	Fullerton Shop Utilities	20.00	118284
John Deere Financial	Cutting Edges	2,564.97	118285
Lorena's Cleaning Serv.	Cleaning	400.00	118286
ND State Tax Commissioner	Sales Tax	559.84	118287
Ottertail Power Company	Oakes shop Utilities	74.63	118288
Waste Management	Waste Pickup	88.74	118289
Vestis	Rug Service	185.09	118290
Burleigh Morton Detention Center	Held Inmate for 9 days	900.00	118291
Stutsman Correctional Center	Held Inmate for 31 Days	3,100.00	118292
The Medicine Shoppe	Medication for Prisoner	21.87	118293
Central Business Systems INC	Copier Billing	235.00	118294
Dakota Plains Credit Union	Images Approval	25.00	118295
Kiser Breana	Gasoline for County car	20.25	118296
Simek Refrigeration	B Vent cap and 90 elbow- labor, parts, mileage	456.00	118297
ND 911 Association	911 Association dues	100.00	118298
Zahn Doug	Yearly Tower Rent- Forbes Tower	500.00	118299
Dickey County Leader	Mult Haz- MIT meeting	75.00	118300
Dickey County Treasurer	2024 Mobile Home Collections	18,421.75	118301
Dakota Plains Credit Union	Winter Gear for Justin, Climate Control INC	305.56	118302
Dakota Valley Electric Coop	Wilsom Dam Utilities, Guelph Tower Utilities	122.00	118303
Dickey Rural Networks	Phone Bill	1,820.36	118304
Farmers Union Oil Co	Propane, Diesel Fuel, Battery for Forbes 911 Tower	5,686.52	118305
Montana Dakota Utilities	Courthouse, Road, Weed Board Building, Fullerton shop- Utilities	5,671.98	118306
Office of the Adjutant General	Lets terminal Quarterly Billing, 911 Monthly Line Billing Quarterly	22,638.00	118307
South Central Dakota Regional Council	2025 Dues for SCDRC	10,693.00	118308
ND Township Officers Association	Twp Dues	6,000.00	118309
Monthly Expresses	Human Services	1,416.27	118310 - 118316

Dickey County Twp Officers Assoc.	Township Dues	450.00	118317
ND Public Employees Retirement	Retirement	25,160.69	118318
ND Public Employees Retirement	Retirement	3,548.20	118319
ND Public Employees Retirement	Def Comp	1,674.00	118320
ND Public Employees Retirement	Def Comp	562.00	118321
ND Public Employees Retirement	Retirement	62.25	118321
Wex Health	Flex	1,217.49	118323
ND Public Employees Retirement	HSA	724.97	118324
Aflac	Cancer	2,114.74	118325
Delta Dental plan of MN	Dental	2,540.73	118326
Ameritas Life Insurance Corp	Vision	414.64	118327
ND Child Support Division	Garnish	200.00	118328

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Brandon Carlson, Chairman

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Wanda Sheppard, Auditor