

## **Commission Meeting January 6, 2015**

Chairman Simek called the meeting to order at 9:00 AM. Present were Joel Hamar, John Hokana, Gary White and Chairman Simek. Commissioner Sand was unable to attend the meeting because of prior commitments. The press was not represented.

The Pledge of Allegiance was recited

### **Additions**

County Directory

State auditors

East of Oakes Road

Hamar motioned to approve the December 16 Commission minutes with grammatical corrections. White seconded. Motion carried.

Hokana motioned to approve the December 29<sup>th</sup> minutes as corrected. Hamar seconded. Motion carried.

White motioned to approve the December 3 special meeting minutes with changes. Hokana seconded. Motion carried.

Hamar motioned to adjourn. White seconded. Motion carried.

Auditor Kuska called the 2015 reorganization meeting to order at 9:25 am. Kuska asked for nominations for the 2015 Commission Chairman. White nominated Dean Simek for Chairman. Hamar motioned that the rules be suspended and a unanimous ballot be cast for Dean Simek as the 2015 Dickey County Commission Chairman. Hokana seconded. Motion carried. Kuska called for nominations for the 2015 Commission Vice Chairman. Hokana motioned to nominate Thor Sand. No other nominations were received and Hokana motioned the rules be suspended and cast a unanimous ballot for Thor Sand as 2015 Dickey County Commission Vice Chairman. White seconded Motion carried.

The 2015 Commissioner Portfolios were reviewed and remain as follows.

Courthouse – Gary White and Joel Hamar

Road Department – Dean Simek and Thor Sand

Social Services and Health District- John Hokana

Auditor Kuska and Treasurer Veland discussed some of the issues that were addressed by the state auditors during the exit interview. The issues included timely deposits, county paid meals and check cashing. State Auditors said the county cannot pay for meals with tax payer dollars. Meals are allowed if travel time meets the requirements for reimbursement.

The commission plan to schedule employee meetings to keep everyone informed about county business. They also hope the employees will submit suggestions for 2015 commission goals.

Hokana motioned to approve the vouchers as presented. White seconded. Motion carried.

White motioned to sign the joint powers agreement from South Central Dakota Regional Council. Hokana seconded. Motion carried.

Upon review of the audio recording of the June 5, 2014 Equalization Meeting Minutes Clerical errors were discovered and corrected. White motioned to accept the amended minutes. Hamar seconded. Motion carried.

Flaherty distributed mobile home information from the state and explained how the information was applied to Dickey County mobile homes. Flaherty said the demand for mobile homes in western ND results in mobile homes selling for 3 to 4 times the true value in that area. Flaherty feels that the small number of mobile homes in Dickey County is assessed at a reasonable tax value and the average increases in tax is \$20 to \$30 depending on the age of the mobile home.

Flaherty said he received information from the state for agricultural land adjustment for 2015. Flaherty suggested the commission tentatively set the agricultural land at 93%, which is a 7.5% increase. He stated the figure is not a final determination as Flaherty only asked for some input so he could begin putting figures together for the 2015 equalization meeting. Hokana asked Flaherty to bring information from the surrounding counties for comparison to Dickey County. Flaherty will bring the requested information to the January 20<sup>th</sup> meeting to compare the percentage of increases.

The commissioners discussed goals they would like to see achieved during 2015. . Hokana is interested in having a road advisory committee involved with a long term infrastructure plan. Hokana feels it's important to get public input in the future infrastructure of Dickey County. Hamar said getting the Vanguard system fully implemented for the taxpayers is important. Other goals are to update the employee policy manual and salary schedule. The commissioners are interested in having all inclusive meetings with the employees to gain input and also for the separate departments to be more familiar each department's responsibilities.

Kadmas Lee and Jackson (KLJ) Engineer Loegering, Road Superintendent Hagen and DES/911 Director attended the meeting at 11:00 AM.

Loegering explained Webster Scale wants to be paid for the quantity of dirt that was in the contract instead of the actual amount used. He said the practice is to measure the amount of dirt from the borrow pit before and after the work is completed and the amount in the contract is just an estimate. Loegering stated the land owner of the west pit cannot be paid until the amount of dirt is determined and Loegering is in the process of negotiating with Webster Scale.

Loegering informed the commission that KLJ is waiting for final tickets from Knife River before the remaining \$80,000 is paid to them for work completed on the mine and blend project..

Loegering reported the Highway 3 survey project is complete and the survey is the sole property of the county. Loegering will review the survey with the commission at the January 20 commission meeting.

The commission and Loegering discussed the surge funding that is being proposed by the legislature. The projects the commission plan to submit for surge funding dollars are:

- finishing the last two miles of the mine and blend project on County 3

- 10 mile overlay of County 2
- A widening project that will be bid in 2015 for 2016 completion or Continue with overlay on County 2, approximately 5 miles to County 1

All the above are “project ready”.

Loegering estimated the construction cost to overlay County 2 is \$1,900,000 plus \$50,000 for design engineering.

The previously approved County 8 chip seal project is estimated at \$722,000 and design engineering is \$25,000. Loegering said County 8 is on the road plan for 2017. Loegering said it would be beneficial to chip seal the road earlier to prevent more deterioration of the pavement. White motioned to proceed with engineering for DC 8. Hamar seconded. Motion carried.

Loegering submitted the Special Road Funding Application which is a request for federal funds to overlay 1.1 miles of County 3 east of Oakes. Loegering initially estimated the project cost at \$217,000. The Department of Transportation (DOT) representatives advised Loegering to submit the application at a higher cost because the project is a small stand-alone project. The application is submitted with an estimated cost of \$230,000 with \$19,000 for engineering. Engineering is not included in the cost share of the 40/60 split with the DOT. The proposed project will be contingent upon the approval of the Special Road Fund Application and acceptance of a cost share agreement with Oakes City. The cost to Dickey County and Oakes City is estimated to be \$51,800 for each entity. The project is required to be completed in 2015.

Hagen reported he ordered the Chevrolet crew cab, 4x4 in the amount of \$34,750 after the \$9,200 discount. He also said the new 1 ton service truck is delivered.

The commissioners and Hagen talked placing another storage unit on the county shop grounds. The Sheriff Department needs secure storage for inventory. Russell will visit with Sheriff Estes about the storage unit. Russell also reported he is in the process of contacting the cities and townships to discuss a zoning plan.

White motioned to adjourn at 12:40. Hamar seconded. Motion carried.

### **County Equalization Meeting (Revised 1-06-15)**

**June 5, 2014**

Chairman Simek called the 2014 County Equalization Meeting called to order at 1:00 PM. Equalization Board members present were Joel Hamar, Dean Simek, Thor Sand, Gary White and Tax Director Don Flaherty. Other attendees were Rod Rodingen, Vance Jury, Candace Middlestead, Gail Veland, Darwin Gebhardt, Rodney Zahn, Mark Flaten, and Dillon Brokaw.

Tax Director Flaherty presented the City Equalization paperwork. Flaherty reported the city assessors made the following valuation increases to residential properties.

Ellendale City 13%; Forbes City 7%; Fullerton City 8.27%; Ludden City 8.81%; Monango City 8.45%; and Oakes City 5% .

Flaherty had recommended the city assessors implement the following increases to residential properties: Oakes City 5%; Ellendale City 15.5%; and each of the small cities 9%.

Flaherty recommended the Equalization Board make additional increases to the residential properties in the cities as follows. Ellendale 1.97% to reach a total of 15.55% increase in residential properties. Flaherty stated that other adjustments to residential properties are not necessary in the small cities or Oakes City.

The following adjustments were made by the assessors to the city commercial properties. Oakes City 4%; Forbes City 6%; Fullerton City 6%; Ludden City 6 %; and Monango City 0%.

Flaherty stated that the following adjustments were recommended to the assessors for the commercial properties in the cities. Ellendale City 4.9%; Oakes City 4%; Forbes City 6.9%; Fullerton City 3.79%; Ludden City 6.4%; and Monango City 6%.

Flaherty recommended the Equalization Board leave the increases to commercial properties that the assessors implemented with the exception of Monango City, which had no adjustment. Flaherty recommended a 6% increase for Monango City commercial properties, as that is the amount Flaherty recommended to the assessor.

Flaherty reported if the above recommendations are accepted, the county residential properties will be in 92.6% compliance and the commercial properties for the county will be at 92.6% compliance.

Discussion followed about the different appraisal methods used by the assessors within the county. Flaherty feels that the Vanguard system will be fully implemented by the 2015 County Equalization Board Meeting is held. Flaherty is confident that the valuations for commercial and residential properties will be more equalized across the county when Vanguard is operational. Sand motioned to accept the proposed changes to the commercial and residential properties within the cities of Dickey County. Hamar seconded. Motion carried.

Flaherty addressed the rural commercial and residential properties. Flaherty recommended the rural residential properties be increased by 9% in the townships where the assessors implemented no increases. Those townships are Lovell, Lorraine; Elden; Albion; Spring Valley; Hamburg; and German; Additional residential increases were also recommended for Wright Township at 3% and Porter Township at 1%.

Flaherty stated that a 6% increase be made on commercial properties in townships that the assessor did not implement any increases. The townships that had a 0% increase are Lovell; Bear Creek; Hamburg and Valley.

Hamar reported the county requested that Vanguard Company assess larger commercial properties such as the elevators, fertilizer plants, MLS, and the crane shop and feed mill at Maple River Hutterian Brethren Colony.

Hamar motioned to accept the recommendations of Tax Director for residential and commercial properties in Dickey County 2014. Sand seconded. There was more discussion regarding the difference in assessments made by the various city and township assessors. The qualifications of the assessors vary but the local level of assessing is preferred by many of the county residents. Motion carried.

Hamar motioned to adjourn the residential and commercial portion of the 2014 Equalization Meeting. Sand seconded. Motion carried.

Flaherty proposed an average 8.5% countywide increase in agricultural land, including agricultural land within city borders. He explained that the average 8.5% increase will bring the county in compliance at 91.6% with the state. Mark Flaten questioned why McIntosh County valuations are so much lower than Dickey County. Flaherty said the state of North Dakota gives the county a valuation based on a formula that originates at ND State University (NDSU). The formula is a compilation of several factors such as production, the capitalization rate and the number of farmable acres.

Flaten said both the District 28 representative and senator told him the county commissioners determine the valuation of farmland. Flaherty will contact District 28 Representative Kretschmar and Senator Erbele to inform them the valuation of agricultural land in the county is set by the state. The commissioners are required to be within 90 to 100% of the state determined amount. NDSU calculated an average value per acre in Dickey County to be \$766.25. With 91.6% compliance the county determined valuation is \$701.94 per acre.

Hamar motioned to accept the recommendations of the Tax Director for agricultural values. Sand seconded. Motion carried.

White motioned to adjourn the 2014 Equalization Meeting. Sand seconded. Motion carried.

The documentation supporting the recommendations of the Tax Equalization Officer is on file for public review at the auditor's office.

## **Commission Meeting**

**January 20, 2015**

Chairman Simek called the meeting to order at 9:17 am. Present for the meeting was Joel Hamar, John Hokana, Gary White, Thor Sand and Dean Simek.

The Pledge of Allegiance was recited.

### **Additions to Agenda**

County 3

Surge funding

Hokana motioned to approve the minutes. Hamar seconded. Motion carried.

Hamar motioned to approve the financial statements. Hokana seconded. Motion carried.

Flaherty presented paperwork showing valuation comparisons of Dickey County and surrounding counties for crop and non-crop ag-land based on NDSU values. The report shows the statewide average per acre as well as the average value per acre for Dickey, LaMoure, Logan, McIntosh, Ransom and Sargent Counties. The average valuations are presented at the state requested value of 100% and also the average valuation that was determined at the equalization meetings. The comparisons cover the years from 2010 to 2015. Brown County's information was reported based on information provided by Brown County. The report is on file at the Auditors Office and the Tax Equalization Office.

Flaherty explained an abatement request for years 2010 and 2012 was overlooked and the request should be granted because it was an omission by the county. The length of time allowed for abatement to be awarded is within two years of the current tax year. Hamar motioned to clear the abatement request and have the Treasurer pay the amount to the tax payer from the appropriate fund. Sand seconded. Motion carried.

Nate Sand, representing ND Insurance Fund (NDIRF) and Starion Insurance, discussed the option available for the county to purchase a separate insurance policy for the County Fair. Sand explained the underwriter for NDIRF suggested the change because the County has liabilities that are not covered due to the nature of the Fair activities. Sand will draft a quote for a separate County Fair policy.

Roxanne Holm reported the county and employees benefit from the employer based wellness program, Healthy Blue. The county gets a 1% discount on the insurance premium, which results in a credit for the employee as well. In addition, an employee may log their daily individual healthy activities online at Healthy Blue to receive award points. The award points may be used to purchase items from the Healthy Blue website.

Treasurer Veland presented the Quarterly reports for December 31, 2014. White motioned to have the chairman sign the quarterly report as presented. Hamar seconded. Motion carried.

The commission authorized 911/DES coordinator Russell to secure the doors on the upper level of the courthouse. Russell will secure the doors the same as those on the main floor. Russell said the approximate cost for the project will be \$3000.

Kadmas Lee and Jackson (KLJ) engineer Loegering said the dirt quantities used by Webster Scale on the Kasprick Grade Raise are finalized and the voucher will be submitted to the Auditor's Office. Loegering said the dip on the west end of the pavement will be redone when Webster Scale finishes the paving this spring.

Loegering explained to the commissioners that design and preliminary engineering is done entirely by KLJ, making it easier to estimate accurately and is usually estimated as a lump-sum. Construction engineering is estimated high and paid at actual cost. The engineering is based on an hourly rate because the contractor is in control of the construction time.

Loegering explained the preliminary engineering for the survey of County 3 east of Oakes to the Kasprick grade raise was separated from the design engineering. He said the survey cost is \$6,800 over the estimate because the survey engineers underestimated the actual time needed to complete the work, mainly because of the problems with drilling through the ice on Tad Lake (Kasprick Slough). Loegering said the county isn't required to pay the cost overage although the surveyors did complete extensive work to determine accurate data. Loegering stated the extra work will reduce the cost of design engineering. Loegering asked the commission to pay the \$6,800 because the cost will be reduced from the design engineering estimate as a result of the surveyors work. White motioned to pay the \$6,800 overage for a total cost of the survey of \$29,000. Hamar seconded. Motion carried.

Loegering asked for clarification as to whether the commission still plans to chip seal County Highway 8. The design engineering is a lump sum of \$24,600. Loegering was told by the Department of Transportation that if the project is shelf ready this year it will be bid in November 2015 for 2016 construction, when in actuality the project was slated for construction in 2018.

Loegering said that means the county will get a free loan of around \$800,000 of advance federal aid money if the project is ready for bid this fall.

Sand motioned to sign the design engineering contract with KLJ for the seal coat on County 8. Hokana seconded. Motion carried. Although the motion was made during the January 6 meeting, Loegering wanted to make sure the commission was still in agreement to do the project. Loegering will get the County 8 design engineering contract completed and ready for county signatures.

Loegering encouraged the commissioners to inform the District 26 and 28 legislators that the county has shelf ready projects and is in need of surge funding to complete them.

Loegering presented a very detailed and interesting slide show of the survey for County 3 from County 8 east to the Kasprick grade raise. The project is slated for 2016.

Hokana motioned to adjourn at 12:05. White seconded. Motion carried.

Salaries	151,328.92
ND PERS	39,176.38
ND PERS	2,949.66
ND PERS	409.77
ND PERS	140.96
Cities, Townships, Schools	372,428.14
Human Services	2,578.63
Fireside Family Restaurant & Lounge	51.50
Igenity	60.00
NACO	450.00
ND Association of Counties	7,169.00
ND County Commissioners Assoc.	1,500.00
Neuharth, Gary	250.00
Oakes Veterinary Service	173.00
S.E.N.D. County Commissioners Assoc.	250.00
Seyer Plumbing and Heating	365.14
Seyer Plumbing and Heating	383.46
Kinetic Leasing	6,975.00
A&B Business Inc.	412.50
Computer Express	419.00
Secure Software Solutions	1,600.00
South Central Dakota Regional Council	8,884.00
ND Association of Counties	30,030.39
Dickey County Treasurer	15,014.77
Cities, Townships, Schools	946,114.35
Community Volunteer EMS of LaMoure	1,485.56
Kulm Ambulance Corps Inc.	5,569.06
Edgeley Ambulance Service	2,970.21
Ellendale City Auditor	18,971.28
Oakes City Auditor	17,857.89

ND State Treasurer	10,633.61
Garrison Diversion Conservancy District	10,633.61
James River Soil Conservation	11,908.01
Ellendale Fire District	17,834.61
Oakes Fire District	16,434.84
Dickey County Treasurer	775.35
ND Child Support Enforcement	342.00
ND PERS	2,243.92
ND PERS	187.50
US Dept. of Education	227.21
Rodenburg Law Firm	254.73
Human Services	16,451.46
Overpayment Refund	44.02
Aberdeen Chrysler Center	1,004.05
Access Printing Solutions LLC	335.02
Char's Food Pride	13.04
Dakota Plains Credit Union	103.46
Dickey County Leader	24.20
Ellendale School Business Manager	8.00
Farnam's Genuine Parts	25.75
Flaherty, Don	187.45
Healthcare Environmental Services Inc.	85.00
Lexipol LLC	1,980.00
Myhre Law Office	636.12
ND Clerks Association	60.00
ND County Recordors Assoc.	150.00
Podoll, Nicholas	35.84
Secretary of State	81.00
Smith Strege Fredericksen & Butts, LTD	45.00
Financial Management Division	150,692.03
Chief Supply	476.47
Farmers Union Oil Co.	4,156.58
Fullerton City Auditor	26.50
Farnam's Genuine Parts	701.00
John Deere Financial	17,764.97
Kustom Machine Inc.	45.35
Matheson Tri-Gas Inc.	129.07
Ottertail Power Co.	47.53
Praska's Hardware Hank	124.01
Specialty Trailer Sales	404.88

True Value - Ellendale	232.30
Visto's Carquest	41.12
Waste Management	39.49
Epsilon Sigma Phi	60.00
Information Technology Dept (ITD)	586.35
ND State Radio	240.00
Software Innovations	7,900.00
Starion Insurance Agency	38.00
Char's Food Pride	2.58
CenturyLink	287.82
Dakota Electronics	157.25
Dickey Rural Networks	259.00
ND 911 Association	25.00
ND Association of Counties	858.49
Zahn, Doug	500.00
A&B Business Inc.	415.80
Fireside Family Restaurant & Lounge	240.00
A&B Business Inc.	200.91
AmeriPride Services Inc.	476.40
AT&T Mobility	520.88
Dakota Valley Electric Coop	273.00
Dickey Rural Networks	1,111.42
Mahler's Village Variety	124.24
Mertz Contruaction & Supply-Ellendale	54.93
Montana Dakota Utilities	4,322.08
Dickey County Township Officers Assoc.	290.00
ND Township Officers Association	3,625.00
ND Association of County Engineers	690.00
ND Association of Counties	24.00
RoughRider Signs & Designs, Inc.	3,185.00
AFLAC	2,185.77
WageWorks	65.00
ND PERS	17,320.64
ND PERS	4,238.26
ND PERS	1,448.13
ND PERS	354.36
ND PERS	2,243.92
ND PERS	187.50
Delta Dental Plan of MN	1,037.80
Ameritas Life Insurance Corp.	367.36
ND Child Support Enforcement	342.00

US Dept. of Education	227.21
Rodenburg Law Firm	254.73
North Dakota United	73.82
Overpayment Refund	217.32
Overpayment Refund	175.79
Overpayment Refund	498.24
Overpayment Refund	512.42
Dept of Human Services	60.00

Respectfully Submitted,  
Dean Simek, Chairman  
Beverly Kuska, Auditor