

**Commissioner Meeting
September 5, 2017**

Chairman Sand called the meeting to order at 8:05 am. Present were Joel Hamar, John Hokana, Marke Roberts, Dean Simek, and Chairman Thor Sand. The Pledge of Allegiance was recited.

There were no additions to the Agenda.

Hamar motioned to approve the minutes for the August 15 and August 22, 2017 minutes with changes. Simek seconded. Motion carried.

Hokana motioned to approve the vouchers, with the addition of a travel voucher in the amount of \$113.40 for Dana Geller. Hamar seconded. Motion carried.

Auditor Sheppard presented an application for a raffle permit for the Glenn and Teresa Doggett Benefit to be held September 7th through September 17th to defer medical expenses for the family. Roberts made a motion to approve the application and to waive the fee. Hokana seconded. Motion carried.

Commissioners discussed salaries.

Meeting went into recess at 9:49 and reconvened at 10:00.

State's Attorney Gary Neuharth joined the meeting at 10:00. Neuharth stated that the training with the Weed Board members has been completed.

Risk Manager Cresta Miller joined the meeting at 10:20. Miller is requesting an addition of \$3,500 for ergonomic desk equipment be added to her budget for 2018.

Sheriff Chris Estes joined the meeting at 10:30. Estes stated that the city of Oakes is asking for assistance from the county until more staff are hired for the city. The County will bill the city at cost. Estes also stated there will be more over weight truck training for the deputies.

Social Services Director Angela Rall and Highway Superintendent Jeff Hagen joined the meeting at 10:50.

Hagen stated that they will be placing advertisements in the paper for mowing of ditches and a request for propane bids with the bid letting set for October 3 at 11:00 am. Hagen stated that Knife River gave a quote to fix the parking lot out at Social Services in the amount of \$34,837. Knife River would be able to complete it while they are here working on County Road 2. Hokana motioned to accept the bid. Roberts seconded. Motion carried. Hagen stated that Base 1 Stabilizer had agreed to make a presentation at the 5 County meeting at 4:00 on October 5th.

Kadmas Lee and Jackson Engineer Josh Loegering joined the meeting at 11:20. Loegering presented an official copy of the invoice for the roof project. He presented two change orders, with the net effect of a decrease in the cost of \$3,103. Hamar motioned to approve the change orders. Simek seconded. Motion carried. Loegering stated that work on County Road 2 should start next week.

Loegering stated he would update the federal aid sheet and present at the meeting on September 19. Loegering stated he felt the next chip seal project should be County Road 3, which they will bring up at the ND Department of Transportation meeting in October.

The meeting was recessed for lunch at 12:15 and reconvened at 1:05.

Custodian Scott Peterson presented his Custodian budget.

Other budgets reviewed are listed below.

Weed

Community Service

James River Soil Conservation Directors Keith Kronberg and Perry Bollum, along with employee Renee Schlosser joined the meeting at 1:30 pm to review their budget with the Commissioners. They noted that outside funding would decrease in 2018.

County Recorder Deb Anderson joined the meeting at 2:30. Anderson is looking at working with Simplifile, a company that will set up the county at no cost to the county so they can allow e-recording of document. The individual or company recoding the document pays the fees. Anderson also reviewed her Document Preservation budget.

Tax Director Don Flaherty joined the meeting at 2:50. Flaherty reviewed the Assessor, Tax Director, and Detailed Soils budgets.

Flaherty proposed a letter he had drafted in response to a letter received from the state concerning assessor training not completed by the deadline. Flaherty had drafter letters to townships involved, which he will have States Attorney Neuharth review before sending.

Sheriff Chris Estes joined the meeting at 3:30. Estes review the Sheriff, Truck Regulatory, 24/7, and the Prisoner Board portion of the Capital Projects budget.

Salaries were discussed.

A meeting was set for 1:00 Wednesday, September 6th to finish reviewing budgets

Simek motioned to adjourn at 6:20.

**Budget meeting
September 6, 2017**

Chairman Sand called the meeting to order at 1:10. Present were Joel Hamar, John Hokana, Marke Roberts, Dean Simek, Chairman Thor Sand. Jamie Nelson, from Computer Express, was also present. The Pledge of Allegiance was recited.

Nelson presented his portion of the Oasis budget.

The budgets were reviewed.

- Yorktown Maple Improvement District
- Veterans Service Officer
- County Maintenance
- Community Service
- Job Development Authority
- Weed Board

The below budgets were revisited.

- 4H agent
- Water Resource Board
- 911
- Senior Citizens
- County Historical
- DES
- Road

Sheppard will report to Chairman Sand once all the changes have been made so a decision can be made if another meeting needs to occur. If a meeting is needed, it is set for Friday morning at 8:30.

Hamar motioned to adjourn at 6:30.

September 19, 2017 Commissioner Meeting

Chairman Sand called the meeting to order at 9:05. Present were Joel Hamar, John Hokana, Marke Roberts, Dean Simek, and Chairman Thor Sand. The Pledge of Allegiance was recited.

Additions to the Agenda

- Extension update

Hokana made a motion to approve the minutes from the September 5th and September 6th, 2017 minutes. Hamar seconded. Motion carried.

Hamar made a motion to approve the vouchers. Simek seconded. Motion carried.

Simek made a motion to approve the Financials. Roberts seconded. Motion carried.

James Tiegs jointed the meeting at 9:30. Hamar had a map drawn up by Tax Director of the county property next to the Tiegs farm. After a discussion concerning issues with hunting activity on the county land so close to the farm site, Roberts made a motion to post "No Hunting – Dickey County" signs on the county property, located in the SE1/4 of 33-129-62. Hokana seconded. Motion carried. Commissioners will ask Highway Superintendent, Jeff Hagen, to order the signs and get the land posted.

Sheppard presented the agenda for the 5 County meeting, which will be in Oakes October 5th at the Angry Beaver. Sheppard will forward the agenda to the other counties, along with information on the Base 1 Stabilizer presentation.

Hamar spoke with NDSU Extension Director Chris Boerboom and NDSU has committed to Dickey County for a full time 4-H and Youth Development Agent.

DES/911 Coordinator Charlie Russell and German Township Supervisors Kevin Strobel and Rodney Brosz joined the meeting at 10:35. The appeal to FEMA has been denied. Russell will write another appeal. Brosz has written a letter to send to our Senators and Representatives concerning the issue. Russell and Sheppard will also compile a letter to be sent to the legislators as well. Dickey County agrees and supports the letter from German Township. Russell will contact our attorney with North Dakota Insurance Reserve Fund to request they come visit with the Commissioners as to the status of the case and appeal.

KLJ Engineer Josh Loegering has the final invoice for the original agreed amount for the roof project. There are additional charges of approximately \$5,000 has been added to the project, because of possible damages done during the project. The contractor is asking if Dickey County is willing to assist with some of the additional costs. Hamar made a motion to assist with paying up to 50% of the additional costs, not to exceed \$2,500. Hokana seconded. Motion carried. Loegering will write a change order and return next meeting with the change order to be signed.

Loegering discussed the federal aid meeting during the North Dakota Association of Counties conference on October 10th at 4:00 pm. There is money in the 2018 budget to do work on County Road 3 and to use Base 1 Stabilizer on the State Line Road so no federal aid money will be used. He will adjust the project list for the federal aid program. Discussion followed concerning the state line road. Some work may need to be done this fall to prep the road. Testing will need to be done on the gravel, as well.

Highway Superintendent Jeff Hagen joined the meeting at 10:45. Hagen would like to finish the section on County Road 3 between County Road 8 and Highway 281 with level coats. The quote from

Bargen Incorporated in the amount of \$39,285 would complete the project. Simek made a motion to authorize Hagen to complete this project. Roberts seconded. Motion carried.

Hagen presented three utility permits from Dakota Valley Electric for work they are doing by County Highway 7A. Roberts made a motion to approve the permits. Simek seconded. Motion carried.

Sheriff Chris Estes joined the meeting at 11:50. Estes will check into damage done on the bridge on County Road 3, east of County Road 8. Estes was not aware of anything reported. Estes will also check with Highway Patrol.

Sheppard presented an Eligibility Application from North Dakota State Surplus Property that has been requested to be updated. Simek made a motion to sign the application. Roberts seconded. Motion carried

The meeting was recessed at 12:10 and reconvened at 12:20.

A final review of budgets and salaries were completed. Hamar made a motion to increase the county portion of family health insurance to 84%, up from 82%. Hokana seconded. Motion carried. Hokana made a motion to change the date salary increases are given to be the first of the month after the date of anniversary for all new employees or employees changing jobs, effective January 1st, 2017. Anyone hired before January 1, 2017 will continue to get their raise as of the first of the year. Hamar seconded. Motion carried. Roberts made a motion to approve the new salary table and the implementation thereof. Simek seconded. Motion carried. A copy is on file with the Auditor's office.

Simek made a motion to submit the 2018 budget to the Dickey County Leader for publishing with the proposed changes. Roberts seconded. Motion carried.

Hokana motioned to adjourn at 1:05 pm.

| Salaries | | 136,367.04 | 53684-53804 |
|--------------------------------|--|------------|-------------|
| Cities, Townships, Schools | Cities, Townships, Schools | 22,714.15 | 6574-65752 |
| Monthly Expenses | Human Services | 45,916.50 | 6575-65770 |
| ND Emergency Management Assoc | ND EMG Management Conference | 140.00 | 65771 |
| Alcohol Monitoring Systems Inc | Cam Daily Monitoring | 192.20 | 65772 |
| Axon Enterprises INC. | Taser Assurance Plan | 555.00 | 65773 |
| Bower's Tree Service | Trim Tree, Remove 2 Trees and Grind Stumps | 2,200.00 | 65774 |
| Chads Electric INC | Light Bulbs Installed, Cation Tape | 209.50 | 65775 |
| Clay County Sheriff's Office | Paper Service | 52.15 | 65776 |
| Code 4 Services LLC | Buff Pads, Cleaner Pads, Black 250/cs | VOIDED | 65777 |
| Computer Express | Plantronic Headset XD C 545-Andi. Plantronics HeadSet, With online Indicator | 692.00 | 65778 |
| Computer Express | USB Receiver,toner,HDMI 25, Battery Backup, headset w/lifter | 647.00 | 65779 |
| Chars Food Pride | Supplies for the NDACO Tour | 25.77 | 65780 |
| Chief Supply | Front Draw Holder, 4 pack belt keepers, ultra inner Duty Belt, Freight | 91.11 | 65781 |
| Chucks Body Shop LLC | Mirror Glass, Labor-15 Ford Utility | 145.20 | 65782 |
| Gellar Dana | Mileage for Assessor | 113.40 | 65783 |
| Ellinger Aimee | 4H Camp, Steak Fry, Shotgun Practice | 347.89 | 65784 |
| Flaherty Don | Travel for SBOE & NDAAO State Conference | 262.51 | 65785 |
| Glynn Law Firm P.C. | Court Appointed Attorney | 1,206.44 | 65786 |
| Hamer Joel | Com Mt, 5 CO MT, Interviews MT, Dept. heads | 99.51 | 65787 |
| Kelly Inn- Bismarck | Room Charge for State Equalization Meeting | 240.30 | 65788 |
| Marquart Andrews | Court Appointed Attorney | 108.00 | 65789 |
| Montana Dakota Utiliies | Courthouse, Park | 1,259.97 | 65790 |
| Mowers and More | Clean Carb & Tune up Gasket Weed Eatter | 68.50 | 65791 |
| Napa Farnams Genuine Parts INC | Battery, Corrosion Stop | 192.48 | 65792 |
| ND State Surplus Property | Field Gear For Des | 25.00 | 65793 |
| Neuharth Gary | Room Rent | 250.00 | 65794 |
| Overpayment Refund | Refund on Paper Service | 20.00 | 65795 |
| Pakor INC. | ID Station Photomatic Media, Folder | 2,425.60 | 65796 |

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| Qualitly Quick Print | Tan Shirts 5 shirts | 271.05 | 65797 |
| Roberts Marke | Mileage to Com Mt, Special Bid, Dept Heads | 99.51 | 65798 |
| Schimke Andi | ND Clerk of Court Association Mileage | 69.55 | 65799 |
| Secretary of State | Election Equiment Service Contract | 2,216.19 | 65800 |
| Simek Refrigeration | Mini Splits, MO99, Mileage, Labor, Coil Cleaner, Mileage, Labor | 796.40 | 65801 |
| Smith, Strege, Fredericksen & Butts, LTD | Court Appointed Attorney | 292.50 | 65802 |
| Smith, Strege, Fredericksen & Butts, LTD | Professional Services | 459.00 | 65803 |
| Simek Dean | Mileage to Com Meeting, Roof Change Proposal | 18.19 | 65804 |
| Stutsman County Auditor | Mental Health Case | 760.00 | 65805 |
| True Value- Ellendale | Vinyl Number, Trimmer Line For Weed Eater | 46.88 | 65806 |
| Wertz Cary | Mileage to Grant Proporsal Presentation | 174.41 | 65807 |
| Dakota Improvement | 2017 Gravel Hauling | 1,644.00 | 65808 |
| Farmland CO-OP | Clear Diesel- Cardtrol | 1,162.02 | 65809 |
| Kens Alignment Auto Service Center | Install ball, Joints and alignment 09 pickup,tow wheel alignment on 15 silverado | 1,356.04 | 65810 |
| Oakes Truck and Trailer | Work on the 08 kenworth | 6,087.06 | 65811 |
| Retzlaff r Trucking LLC | Gravel Hauling | 12,593.34 | 65812 |
| Team Laboratory Chemical Corp | Cleaner, Tought towels, Pryme, Tar Cleaner | 424.00 | 65813 |
| 3D Specialties | Street Sign, Narrow Bridge Signs | 355.93 | 65814 |
| BG Glass, LLC | New Windshield for the Van | 355.00 | 65815 |
| Quill Corp | Yellow Toner, Magenta Toner | 229.98 | 65816 |
| Quill Corp | HP 951 Color Combo Pack | 62.99 | 65817 |
| Bobbe Mark | Mileage to weed board Meetings | 23.54 | 65818 |
| Bobbe Mark | Mileage | 23.54 | 65819 |
| Carlson Brandon | Mileage | 23.54 | 65820 |
| Hokana Trevor | Mileage | 9.63 | 65821 |
| Ulmer Jade | Mileage | 26.75 | 65822 |
| Zimbleman Donald G | Mileage | 21.40 | 65823 |
| Haak Norman | Mileage | 91.49 | 65824 |
| Moore Engineering INC | Compaint, Tile | 12,304.77 | 65825 |
| Ohnstad Twichell, PC | Complaints Application | 9,707.16 | 65826 |
| Zimbleman Don K | Mileage | 49.22 | 65827 |
| Oakes Volunteer Ambulance Service | Replaced D/ Surge Tap and D/Power Strip | 34.20 | 65828 |
| Chief Supply | Safety Wand, Headstrap, Sidewinder Compact | 107.62 | 65829 |
| Dakota Helicopters | Aerial Spraying Trees/Brush | 5,693.73 | 65830 |
| Ellendale City Auditor | Sprinkler, Courthouse, Park, Hwy, Weed building | 1,042.65 | 65831 |
| ICS, INC. | Roof Repair | 349,425.00 | 65832 |
| Kadmas Lee & Jackson INC | CNOB-1112(069) PNC 21048 DC HWY 3, 2016 WELAND MITIGATION SITE MONITORING DC3 ROOF Assessment | 5,141.38 | 65833 |
| True Value- Ellendale | Bulba, Battery,wax paper, glue, dust pan, shop towls, | 288.37 | 65834 |
| ND Public Employees Retirement | DEF COMP | 2,335.42 | 65835 |
| ND Public Employees Retirement | DEF COMP HD | 123.50 | 65836 |
| Quill Corp | Office Supplies | 361.62 | 65837 |
| Community Volunteer EMS of LaMoure | Ambulance Collections | 21.27 | 65838 |
| Edgeley Ambulance Service | Ambulance Collections | 42.55 | 65839 |

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| Oakes Volunteer Ambulance Service | Ambulance Collections | 186.13 | 65841 |
| Ellendale City Auditor | Airport, Ambulance | 268.73 | 65842 |
| Oakes City | Airport | 66.64 | 65843 |
| Garrison Diversion | Collections | 159.61 | 65844 |
| James River Soil Conservation 975 | Collections | 158.80 | 65845 |
| Ellendale Fire #2 | Collections- Ellendale | 480.90 | 65846 |
| Oakes Fire #3 | Collections- Oakes | 80.27 | 65847 |
| Kulm Ambulance Corps Inc. C/O Robin Hehr | Ambulance Collections | 79.77 | 65848 |
| State Treasurer | State Medical, Clerk of Court Fees, SIRN | 3,088.71 | 65849 |
| Dickey County Treasurer | Clerk of Court Fees | 250.00 | 65850 |
| Dixie Miller | Refund | 10.00 | 65851 |
| Hokana Holly | Flex | 100.00 | 65852 |
| Miller Cresta | Flex | 208.33 | 65853 |
| Miller Amber | Flex | 647.53 | 65854 |
| ND Public Emplpoyees Retirement | BCBS | 49,785.20 | 65855 |
| ND Public Emplpoyees Retirement | BCBS HD | 4,969.44 | 65856 |
| ND Public Emplpoyees Retirement | LIFE INS | 433.22 | 65857 |
| ND Public Emplpoyees Retirement | LIFE INS HD | 136.41 | 65858 |
| Cole Paper | Buff Pads, Cleaner Pads, Black 250/cs | 285.36 | 65859 |
| Human Services | Monthly Expenses | 15,324.34 | 65860- 65901 |
| A&B Business Inc. | Lead pencil, Envelope, Folders | 109.31 | 65902 |
| A&B Business Inc. | Endorsement Stamp, 9x12 Envelopes | 46.41 | 65903 |
| Alcohol Monitoring Systems Inc | 7 Day Monitoring & Rental | 43.40 | 65904 |
| Balco Uniform | Short Sleeves, Flags, Hem Trousers | 159.39 | 65905 |
| Central Business Systems Inc. | Service Contract For Copies | 265.77 | 65906 |
| Dakota Plains Credit Union | Self Inking Stamp , Earth point GPS | 97.97 | 65907 |
| Dickey County Leader | Legals Commission Minutes | 378.41 | 65908 |
| Ellinger Aimee | Shooting sport- Mileage | 64.20 | 65909 |
| Farnams Genuine Parts | Compressor Oil | 7.99 | 65910 |
| Farnams Genuine Parts | Lamp, Pigtail, LED | 114.80 | 65911 |
| Farmers Union Oil Co | Oil Filter, Oil, Shop Supplies, Air Filtor | 55.48 | 65912 |
| Green Iron Equipment | Classic Glass Cleaner | 17.30 | 65913 |
| Information Technology Dept. | ITD Service Contract, H-Hokana exchange email, Netmotion VPN Client, Multifactor auth. | 573.00 | 65914 |
| Lexisnexis Matthew Bender | ND Crt Rules and ND Code | 882.67 | 65915 |
| Mertz Const & Supply- Ellendale | Hammer and Pole Handle | 34.98 | 65916 |
| Modern Marketing | Evidence Bags self seal- Shipping an Handling | 271.18 | 65917 |
| Muckey Construction | 1/2 yrd blk dirt to cover tree stump holes | 7.00 | 65918 |
| Butler Machinery Co. | Blades | 254.40 | 65919 |
| Dickey Rural Networks | Installed Security Button | 103.25 | 65920 |
| Economy Oil Co | Road Fule | 1,908.87 | 65921 |
| Farmers Union Oil Co. | Fuel, parts, Getting Acoount Caught Up | 2,308.42 | 65922 |
| Farmland CO-OP | Diesel Cardtrol | 2,591.55 | 65923 |
| Farnams Genuine Parts | HYD Hose Fitting, Air Filter, Splash Guard, Air an Fuel Filter | 287.32 | 65924 |
| Fullerton City Auditor | Fullerton Shop Utilities | 20.00 | 65925 |

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| Kinetic Leasing | 15 John Deere 410l Backhoe Lease Payment | 18,920.03 | 65926 |
| ND Association of Counties | Drug an Alcohol testing- Jerald Ernst | 7.00 | 65927 |
| Oakes Tire Center | Couplers, Nozzle, Tote Deposit, Tote | 5,223.25 | 65928 |
| Oakes Truck and Trailer | Air Tank, Kit- Seal, Input Shaft | 443.05 | 65929 |
| Ottertail Power Company- Fergus Falls | Oakes Garge Utilities | 26.47 | 65930 |
| True North Steel | CSP HELICAL GALV 18' AN30', CSP HELICAL GALV 18' 24', 30' 16', 15' | 10,839.98 | 65931 |
| True Value- Ellendale | Lysol, air freshener, tissue, spring air spray, glue, fly trap, fly swatter, triple expand foam | 130.29 | 65932 |
| Waste Management Office of Attorney General 1250 | 64 Gallon Cart Service 24/7 Program | 48.51 500.00 | 65933 65934 |
| Burleigh Morton Detention Center | 3 Days Housed 1 inmate | 225.00 | 65935 |
| Stutsman Correctional Center | 31 Days Housed Prisoner | 2,015.00 | 65936 |
| Moore Engineering INC | Yorktown Maple District | 76,384.70 | 65937 |
| Ohnstad Twichell, PC | Fullerton / Yorktown Improvement | VOIDED | 65938 |
| Starion Services | Initial Registration Setup and Expenses | 900.00 | 65939 |
| Crop Production Services | Milestone | 27,700.00 | 65940 |
| Dickey County Leader | Right of way Spraying AD | 7.00 | 65941 |
| Dickey County HWY Dept | Gasoline | 539.76 | 65942 |
| Farnams Genuine Parts | Slash Guard | 26.99 | 65943 |
| Fullerton Farmers Elevator | CH-112,200-C | 24.20 | 65944 |
| Menard's | 3 Wall Cabinets, 1 Mini Blind | 306.94 | 65945 |
| True Value- Ellendale | Fogger, Towels, Sprayer, Folding Tables | 414.94 | 65946 |
| Sand Amy | Rental of post Office Box | 58.00 | 65947 |
| Dickey Sargent Joint Water Resources Dist. | DCWRB Potion of the Jackson TWP Project | 47,264.48 | 65948 |
| Ohnstad Twichell, PC | General Professional Services | 1,355.22 | 65949 |
| Zimbleman, Don K | Sign Papers, Water Board Meeting | 21.40 | 65950 |
| Dickey Rural Networks | Dickey 911 Trunks, Rental | 231.00 | 65951 |
| ND Association of Counties | 5 % Revenues | 550.82 | 65952 |
| A&B Business Inc. | Tape, Folder, Flag, Packing Tape, Calcu Tape | 142.50 | 65953 |
| Ameripride Services, INC. | Mop, Honeycomb, paper rolls, honeycomb, paper rolls | 793.69 | 65954 |
| At&T Mobility | Phone bill, PIO, ROAD, 911, OTHER | 674.26 | 65955 |
| Dakota Valley Electric Coop | Wilson Dam, West Shop, Guelph Utilities | 206.00 | 65956 |
| Dickey Rural Networks | Phone Bill | 1,164.77 | 65957 |
| Montana Dakota Utiliies | Utilities | 1,721.25 | 65958 |
| NDSU Extension Service- AG Budget | Aimee and Breana Salary | 17,793.50 | 65959 |
| Central Business Systems Inc. | Color Copies | 252.25 | 65960 |
| Kiser Breana | Workshop, eco ed day, ransom county fair | 300.88 | 65961 |
| Dakota Plains Credit Union | Payroll Transfer | 150,000.00 | 65962 |
| Aflac | Cancer | 3,263.17 | 65963 |
| Wage Works | Cancer | 70.00 | 65964 |
| ND Public Emplpoyees Retirement | Retirement | 2,451.60 | 65965 |
| ND Public Emplpoyees Retirement | Def Comp | 2,335.42 | 65966 |

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| ND Public Emplpoyees Retirement | Def Comp HD | 123.50 | 65967 |
| Delta Dental Plan o f MN | Dental | 1,440.90 | 65968 |
| Ameritas Life Insurance Corp. | Vision | 417.36 | 65969 |
| North Dakota United ND Public Emplpoyees Retirement | Dues | 83.22 | 65970 |
| | Retirement | 23,868.28 | 65971 |
| Starion Bond Services | Interest only series A and B | 78,068.25 | 65972 |
| Hokana Holly | Flex | 100.00 | 65973 |
| Miller Cresta | Flex | 8.17 | 65974 |
| Rall Angela | Flex | 2,078.02 | 65975 |
| Rall Angela | Flex | 414.24 | 65976 |
| Koschney Debra | Flex | 222.49 | 65977 |

Wanda Sheppard, Auditor

Thor Sand, Chairman