

## August 4, 2015

Chairman Simek called the meeting to order at 9:50 AM. Present were Joel Hamar, John Hokana, Gary white, Thor Sand and Chairman Simek. The press wasn't represented.

### Additions to Agenda

Salary discussion

JDA Nomination

The Pledge of Allegiance was recited.

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

Sand motioned to accept the vouchers. White seconded. Motion carried.

White motioned to appoint Brenda Tyre to serve as Member at Large on the County Job Development Authority (JDA) Board. Sand seconded. Motion carried.

White said Jerimiah Udem will represent the Oakes School District in place of Tyre. Simek reported the JDA Board approved a \$60,000 grant to Dickey County to pay a portion of the required 40% match on a grant to repair County 3 east of Oakes. Simek said the board will give the grant contingent upon Oakes City raising the remaining \$60,000. JDA Board member Gary Schnell said Oakes Enhancement will match the \$12,000 the City of Oakes donated. Schnell said the American Legion plans to give \$5,000 if the grant is approved. Discussion followed about the requirement to accept or deny the grant money if the Oakes area hasn't been able to raise \$60,000 in matching funds. White will visit further with the City Council about the remaining \$31,000 needed to accept the grant.

Sheriff Estes and States Attorney Neuharth joined the meeting at 10:30. Treasurer Veland was also in attendance. Estes stated Brian Sorum has the authority to temporarily carry out the duties of Sheriff in the absence of Estes, although Sorum is not considered a Chief Deputy. Discussion followed about the Dickey County Sheriff Office policy manual.

Estes told the commission he has located four ballistic shields for a total of \$3900 and he'd like to purchase four replacement cameras for the cars. Estes is looking for grant fund possibilities to pay a portion of the cost.

Hamar asked Neuharth what the four states attorneys have determined about the Truck Regulatory Officer. Neuharth said at this point nothing has been decided. Estes said anyone needing to have a truck weighed can contact the Highway Patrol Office in Jamestown.

Kadmas, Lee and Jackson Engineer Loegering, Highway Superintendent Hagen and 911/DES Director Russell joined the meeting at 11:00. Loegering said the County 3 mine and blend work is completed and submitted a pay estimate for the contractor in the amount of \$155,909.43. Loegering said the only remaining funds owed the contractor is retainage fees, which will be paid after the final inspection is complete. Sand motioned to approve the voucher to ND Department of Transportation in the amount of \$155,909.43. White seconded. Motion carried with a unanimous roll call vote.

Guthmiller Earthmoving Inc. has completed the work on County 2 except for seeding grass on the road sides. Guthmiller will do the seeding when the weather isn't so hot. He reported the chip seal on County Road 8 is complete.

Loegering hasn't received any information about the grant awards for the special road projects.

Hagen received a variance request to replant trees on property located in Van Meter Township, Section 31, along 100<sup>th</sup> Street. Hagen presented an aerial photo of the location of the existing trees and where the new trees will be placed. The new trees will be set back farther than the existing trees. Sand motioned to grant the variance because the existing buildings and trees have not caused problems, and with the stipulation that if the county superintendent determines that the new trees causes road blocking problems, the problem will be resolved at the expense of the landowner. The solution may result in the trees being removed. White seconded. Motion carried.

Hagen asked for permission to grant a permit to Southeast (SE) Water Users to place a water line across County Road 7A. Hagen said SE Water has not determined the exact location the water line will be placed and Hagen wanted to inform the commission of the project.

Hagen said he is trying to find someone interested in mowing grass for hay around the county's gravel storage location near Oakes. Hagen will ask Jeff Bertsch if he wants to hay the property. If not, the county will mow it.

Russell reported he was told by Ellendale City not to worry at the present time about returning the former ambulance that Russell has equipped to use as a mobile command center.

The commission discussed preliminary budget information.

Hokana motioned to adjourn at 12:15 PM.

## **August 18, 2015**

### **Commission Meeting**

Chairman Simek called the meeting to order at 10:10 am. Present for the meeting were Joel Hamar, John Hokana, Gary White, Thor Sand and Chairman Simek. Treasurer Veland was also in attendance.

The Pledge of Allegiance was recited.

#### **Additions to the Agenda**

Tanya Wieler, "HR for Local Government" representative

Truck Regulatory

Sand motioned to accept the minutes from the August 4 Commission Meeting. Hokana seconded.

Motion carried.

Hamar motioned to approve the bills as presented. White seconded. Motion carried.

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

The auditor and commission discussed the balance remaining to be advanced from the 2011 Emergency Repair Bond as well as the final payoff amount due on June 1, 2016. Hokana suggested advancing the amount needed to cover current expenses.

Chris Schultz from Tecta America Dakotas attended the meeting at 10:30 to present options for roof replacement on the courthouse. Schultz will send more information about the option to remove the existing roof and place insulation under the roof mat.

Road Superintendent Hagen, 911/DES Director Russell, Sheriff Chris Estes joined the meeting at 11:00 AM.

Hamar presented the Truck Regulatory Agreement that was drawn up by Barnes County States Attorney Martineck. Hamar said he suggested changes to the original document and Martineck agreed with the changes. Dickey County States Attorney Neuharth agreed with the changes as well.

Sand motioned to sign the resolution to terminate the political partnership with South Central Regional County Truck Regulatory. Hamar seconded. Motion carried. The Resolution to Dissolve the Multi-County Truck Regulatory is on file at Auditor's Office.

Estes and the commission discussed purchasing the possibility of purchasing equipment from the other counties that were members of the dissolved Truck Regulatory coalition. Estes explained the need for more truck scales in addition to those that belong to Dickey County. Estes plans to have his officers patrolling for overweight trucks during harvest. Estes will research the market value of the equipment inventory belonging to the dissolved Truck Regulatory coalition and report back to the commission..

Hagen presented utility permit requests from Dakota Valley Electric to bore under Dickey County 8. Hamar motioned to approve the four utility permit requests from Dickey Rural Network. Sand seconded. Motion carried.

Sand motioned to approve the utility permit for Southeast Water Users to add a new water customer in Albertha Township. White seconded. Motion carried.

Hagen presented a permit request from Richard Gramlow to bore under County 8, one mile south of the County 8 and County 3 intersection. Gramlow will encase the drain tile within a tube under County 8. Sand motioned to approve the permit request from Richard Gramlow to bore under County 8 Hamar seconded. Motion carried.

The permit requests are on file at the County Highway Department for public review.

Hagen reported the decision to approve recipients of the Special Road Fund grant request is submitted to Governor Dalrymple and the recipients will be notified when the Governor has signed the awards.

Hagen said the striping has been completed on Dickey County 8 and the reduced speed signs should be removed sometime this week. Discussion followed regarding the damage on County 8 that appears to be accidentally caused by farm machinery. Hagen said the highway department can place rocks tar and rocks on the location this fall when the county has the tar truck running.

Russell reported he visited with Bob Flath from the Soil Conservation about the erosion on County Road 14 near the James River. Flath said he will look at the damage however the Corp of Engineers needs to make final decisions. Russell said he has not received an answer from the Corp about what the county can do to repair the erosion.

Russell said he is working with FEMA over large projects that were denied. FEMA is questioning why the large projects haven't been completed. Russell said he has the hand written paperwork from FEMA that shows the sights were denied and lesser repairs were authorized. Russell also discussed potential easement concerns over the recent construction a new building located adjacent to the county shop property.

Clerk of Court Andi Schimke joined the meeting at 12:30. Schimke stated she has been in contact with two companies that do professional plaster work. She asked them each to quote their cost for repairing the damaged third floor ceiling. White gave Schimke the contact information of a local contractor that White said also does plaster work.

Deputy Auditor Sheppard and the commissioners reviewed changes to the policy manual. The discussion was tabled until the employees have an opportunity to comment on the changes.

The commission scheduled a special meeting for August 24 at 9:00 am to review budgets. An individual from "HR for Local Government", Tanya Wieler, will attend the meeting to discuss salaries with the commission.

Hokana motioned to adjourn at 1:10 PM.

### **Special Budget Meeting August 24, 2015**

Chairman Simek called the Special Budget Meeting to order at 9:00 AM. Present were Joel Hamar, John Hokana, Gary White, Thor Sand and Chairman Simek. Deputy Auditor Sheppard was also in attendance.

The Pledge of Allegiance was recited.

Tax Equalization Director Flaherty joined the meeting at 9:05 to discuss Assessor budget plans. Flaherty explained new 2015 legislation requires all assessors to be trained as Class II assessors. Flaherty stated he plans to draft a letter to Dickey County township boards and city councils explaining recent legislation. The letter will require the townships and cities to inform Flaherty if the taxing entity plans to pay for their own assessor to take the Class I training. Flaherty said a schedule of the fees for County assessment services will be included with the letter.

Flaherty discussed the option to hire a part time assistant to help him complete the county residential assessments to get the properties in Vanguard. Discussion followed about the possibility of Vanguard completing the residential property assessments in addition to the commercial assessments. Flaherty will contact Vanguard for a cost quite to do the assessments. The commissioners authorized Flaherty to hire part time help and suggested he budget for a fulltime assistant in the event full time help is necessary.

Kasey Holm joined the meeting at 9:40 AM. Holm said they'd received several compliments about the 2015 County Fair. Kasey updated the commission on the inflatable games the fair purchased as well as repairs that were made to the 4-H building.

Holm said the fair board is updating the bylaws. Hamar suggested Holm place an ad in the newspaper stating the date the board will review the bylaws. He reminded Holm the Fair Board meeting agendas have to be posted at the Auditor Office in order to comply with the Open Records, Open Meeting laws.

Tanya Wieler from Dakota Dynamics HR for Local Governments presented salary information she compiled for Dickey County. Wieler explained the information is based on the market average of data from ND counties that are similar to Dickey County. Wieler did not include data from counties that are directly impacted by the oil industry. She explained the benefit of using a market based salary scale instead of our current step and grade method. She said once the scale is fully implemented it will help the commission keep salaries competitive with other counties. She further stated the scale is based on the level of responsibility of the position. Performance level of the employee may also be a factor. Wieler plans to review the benefit plan and discuss her findings with the commission.

The commission meeting recessed for lunch at 12:10 PM.

The meeting reconvened at 1:10 PM

Budgets Reviewed:

Commissioner

Auditor  
Election  
Custodian  
Community Service  
County Coroner  
County Health Officer

Water Board Chairman Don Zimbleman presented the following budgets.

Dickey/Sargent Joint Water Resource District

Jackson Drain  
Dickey County Drain #1  
Oakes Pilot  
Dickey County Water Resource District.

Zimbleman said the Yorktown/Maple Drain meeting to discuss the drain with the landowners will be in a couple weeks.

Veteran Service Officer (VSO) Gary Dathe presented the VSO budget. Dathe said he has the new state furnished van licensed and insured. Discussion followed about budgeting for drivers in 2016. Dathe said the decision regarding the \$50,000 grant will be made in October. The grant money will be used to pay expenses for the van. The 2016 VSO budget will reflect \$50,000 in revenue and \$50,000 in expenses and no mills will be assessed.

County Agent Breanna Kiser presented the following budgets.

County Extension Agent  
4-H Achievement  
Extension Fund

- Sheriff Estes presented the Sheriff's budget. Estes said a part time deputy will be sufficient because the number of calls in Dickey County has decreased. Discussion followed about hiring a full time deputy who will monitor truck weight compliance part of the time. The commission authorized Estes to budget for full time deputy and hire part time help for truck regulatory.

The commissioners set the next special budget meeting for Thursday, August 27<sup>th</sup> at 9:00 AM.

The meeting adjourned at 4:00 PM.

## **August 27, 2015**

### **Special Budget Meeting**

Board members present were Joel Hamar, John Hokana, Gary White, Thor Sand and Chairman Simek. Weed Board Chairman Jerry Rekow, Deputy Auditor Sheppard and Deputy Auditor Brokaw were also in attendance.

Rekow presented the Weed Board Budget. Rekow explained the budget allows for an estimated \$10,000 for updates to the data loggers in the vehicles.

Rekow said the \$45,000 in the weed savings account will be spent on a new spray truck. Rekow plans to purchase the vehicle in 2015, which will give him time to get the equipment installed on the new vehicle. The 2015 weed budget will need to be amended to reflect the vehicle purchase.

911/DES Director Russell attended at 9:25 and presented the 911 and the Disaster Emergency Services (DES) budgets. Russell said the City of Ellendale granted the ambulance, which Russell has equipped for a mobile command unit, to the county. Russell also presented the following budgets for approval.

County Hazard  
Homeland Security

County Recorder Deborah Anderson attended the meeting at 9:51 AM. Anderson presented the following budgets.

County Recorder  
Document Preservation

Anderson stated another county had someone scan and digitize all of the plats in the recorders office. Anderson plans to research the cost and availability of that procedure. She explained that the plats are larger than the county scanners or copiers and the copy requests have to be pieced together. Anderson said it would be a good investment for the county if the cost was reasonable.

Treasurer Gail Veland presented the Treasurer's budget.

Clerk of Court Andi Schimke presented the Clerk of Court budget. She said proper lighting in the office makes it difficult to get acceptable passport photos. The commission told Schimke to request quotes for indoor photography lights.

Schimke said two contractors have contacted her about repairing the plaster on the third floor ceiling. Schimke is writing a grant to pay a portion of the cost to repair the ceiling. Included in the grant request is the cost of having safety glass installed on the third floor of the courthouse and funds for ergonomic desk extensions.

Road Superintendent Hagen presented the Road and Bridge budget.

Deputy Auditor Sheppard presented the County Maintenance budget. Because of 2015 legislation separate mills for County Loan, County Insurance, Health Insurance and OASIS budgets are no longer available. The expenses for some of the now discontinued funds are budgeted under each department budget. Mills for County Loan are included in County Maintenance.

Water Board Chairman Don Zimbleman presented the following budgets.

Yorktown/Maple Improvement District

Dickey County Drain #1

Oakes Pilot Drain

Dickey County Water Resources

Jackson Township Improvement District #1

The Riverdale Township Improvement District #2 has no activity to date.

The meeting recessed at 12:10 pm for lunch and reconvened at 1:00 pm.

Tax Director Don Flaherty presented the following budgets.

Tax Assessor

Tax Equalization

Flaherty explained new 2015 ND State legislation requires that all Class II assessors need to be trained as Class I assessors. He reported that Vanguard will not be able to appraise commercial properties until 2017. Flaherty will contact Vanguard to ask if some of the commercial property appraisals can be completed.

Flaherty explained the contract labor under the Tax Equalization budget is to cover the cost of parcel splits, which are completed by Mark Dagley from Software Solutions. Flaherty said there is training for Arc View that Flaherty plans to attend.

The commission reviewed the following budgets.

Service Contracts

Sheppard explained the auditor office is looking at the cost of desk top postage. The current postage machine will need to be replaced after 2016 because of technology updates. The Service Contract budget reflects the cost of a new postage machine and will be sufficient if the option of desk top postage is used.

Park Board Budget

The Park Budget mills are no longer available and the Park Budget is now part of the General. The commission discussed the signs at Pheasant Lake. The commission will review the grant revenue at the September 1 commission meeting.

County Airport

County Ambulance

FEMA Township 2011

FEMA County 2011

FEMA Admin 2011

FEMA Township 2010

FEMA County 2010

Senior Citizens

County Historical

Grants

Extension Fund

States Attorney

Special Assessments

24/7 Budget

Horizons  
 Emergency Fund  
 Capital Projects  
 Job Development Authority  
 Planning Commission  
 Road Advisory Commission  
 Advisory Committee  
 State Medical Center  
 Garrison Diversion Fund  
 James River Soil

The commission will discuss salaries during the September 1 Commission Meeting.  
 Meeting adjourned at 3:30 pm.

Salaries	126,268.69
Cities, Townships, Schools	71,283.62
Zimbleman, Don K	23.00
Human Services	3,297.42
Aberdeen Chrysler Center	41.75
Dickey County Hiway Dept	1,011.56
Hand County Sheriff's Office	500.00
J&M Printing, Inc	101.90
Jamestown Community Corrections	1,092.00
Lance Kohlmeyer	52.50
Mark T Blumer Law Office	939.40
Gary Neuharth	250.00
Nicholas Podoll	54.63
True Value - Ellendale	213.10
Sharon Ulmer	193.20
Kadrmass Lee & Jackson Inc	1,937.39
Kadrmass Lee & Jackson Inc	44,193.68
Financial Management division	21,840.46
Financial Management division	394.97
Bear Creek Gravel Inc	1,416.00
Economy Oil Co	1,749.36
Fastenal Company	161.76
John Deer Financial	30,168.97
Lyle Signs Inc	273.42
North Dakota One Call	278.30
Oakes Truck & Trailer	2,638.64
R Enterprises, Inc	16,805.51
Retzlaff R Trucking	9,374.75

Delmer Rohrbeck	700.00
Southeast Water Users	46.98
True Value - Ellendale	157.12
Vistos Carquest	149.25
Office of Attorney General-1250	150.00
Dickey County	138,712.00
Tim Belmore	19.55
Allan Glynn	2.30
Charlene Kinzler	8.05
Donald Middlestead	19.55
Ranch House	25.00
Gary Schnell	20.70
Dakota Plains Credit Union	15.00
Breana Kiser	616.57
Willis Blumhardt	115.00
Montana-Dakota Utilities	84.96
True Value - Ellendale	33.57
Ray Burkhardt	138.00
Dickey County Hiway Dept	390.47
Pro Ag Supply Inc	74.08
True Value - Ellendale	236.44
Dickey County Hiway Dept	575.83
Norman Haak	32.20
Hope Jury	11.50
Ohnstad Twichell, PC	2,714.12
Don K Zimbleman	51.75
ND State Radio	7,596.54
Chief Supply	342.54
Dakota Plains Credit Union	14.56
Ellendale City Auditor	1,198.54
Moore Engineering Inc	4,857.05
NDSU	20.00
Totalfunds by Hasler	4,000.00
ND PERS	45,685.36
ND PERS	3,395.28
ND PERS	341.27
ND PERS	140.96
Dakota Plains Credit Union	120,000.00
Community Volunteer EMS of LaMoure	126.29
Kulm Ambulance Corps Inc.	470.39
Edgeley Ambulance Service	250.95
Ellendale City Auditor	1,639.79

Oakes City Auditor	1,546.46
ND State Treasurer	232.10
Garrison Diversion Conservancy District	1,260.53
James River Soil Conservation	814.91
Ellendale Fire District	703.98
Oakes Fire District	60.37
Dickey County Treasurer	335.00
ND PERS	1,271.92
ND PERS	212.50
US Department of Education	227.21
Rodenburg Law Firm	254.73
Chad's Electric Inc	2,327.80
Chuck's Body Shop	5,673.82
Dickey County Hiway Dept	137.94
Dickey County Leader	833.94
Dr. Darold D Opp	282.52
Ellendale Motor Vehicle	25.50
Farnams Genuine Parts	30.47
Flaherty, Don	267.95
Hamar, Joel	18.98
Inky's Repair	53.45
Matheson Tri-Gas Inc	252.76
Mertz Const & Supply - Ellendale	32.75
Oakes Roofing	600.00
Podoll, Nicholas	913.20
Rick's Bodyshop	50.00
Schimke, Andi	109.25
Secure Software Solutions	737.50
Simek, Dean	64.40
Stutsman County Auditor	142.50
Computer Express	51.99
Farmers Union Oil	3,100.68
Farmland Co-Op	25,567.95
Farnams Genuine Parts	482.06
Fullerton City Auditor	20.00
James Valley Sand & Gravel, Inc.	56,031.00
John Deere Financial	177.66
NAPA Parts Supply, Inc	118.51
Oakes Truck & Trailer	1,160.69
Ottertail Power Co	33.05
Safety Kleen	242.99
True North Steel	2,050.56



Ulmer, Bruce	18.00
US Postal Service	98.00
Vistos Carquest	217.75
Waste Management	40.02
Zep Sales & Service	98.90
Bruns, Jodi	60.21
Barnes County Corrections	1,105.00
Jamestown Regional Medical Center	3.00
Dawson, Sandy	600.00
Oakes Computer Services	15.00
Computer Express	1,600.00
Information Technology Dept (ITD)	573.00
JR's Repair & Construction	200.00
Belmore, Tim	19.55
Glynn, Allan	2.30
Kinzler, Charlene	8.05
Middlestead, Donald	19.55
Ranch House	25.00
Schnell, Gary	20.70
Starion Insurance Agency	390.00
Travelers CL Remittance Center	1,335.00
Farnams Genuine Parts	135.97
Fullerton Farmers Elevator	85.48
Safety Service	250.00
Dickey Rural Networks	247.00
ND Association of Counties	855.16
Kedish House	4,674.72
A&B Business Inc	443.17
Ameripride Services Inc	511.13
AT&T Mobility	838.46
Dakota Valley Electric Coop	188.00
Dickey Rural Networks	1,274.55
Kuska, Beverly	75.33
Montana Dakota Utilities	1,749.67
White, Gary	83.38
Human Services	20,734.83
Dickey County Treasurer	63,681.56
AFLAC	2,781.49
WageWorks	65.00
ND PERS	17,758.61
ND PERS	4,345.46
ND PERS	

	1,448.13
ND PERS	354.36
ND PERS	1,271.92
ND PERS	212.50
Delta Dental Plan of MN	1,142.40
Ameritas Life Insurance Corp.	407.12
US Department of Education	227.21
North Dakota United	73.82
KNIFE RIVER MATERIALS	121,715.75