

## Commission Meeting

June 2, 2015

Chairman Simek called the meeting to order at 9:00 AM. Present for the meeting were Joel Hamar, John Hokana, Thor Sand and Chairman Simek. Gary White was not able to attend.

The Pledge of Allegiance was recited.

Additions to the Agenda

Veteran Van

Kone Elevator Proposal

Proxy Vote

Virus protection update

Flood Declaration

Road ditches

Historical Society Membership letter

Hamar presented a membership drive letter, which was given to him by a member of the Dickey County Historical Society. Hamar noted the membership dues amount was not included, nor was the election of officers. The letter is on file at the Auditor's Office.

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

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

The commission discussed the option of adding the county as an indirect cost share to the Yorktown/Maple Drain assessment district. Hokana stated the county has some responsibility because County Roads 14 and 12 are partially within the assessment district. The commission may be interested in participating and want further verification of the assessment amount and how the votes are allocated.

Veteran Service Officer (VSO) Gary Dathe attended the meeting at 10:00 am to talk to the board about a transport van for Dickey County veterans. Dathe explained the county has the opportunity to get one of eight vans available to transport veterans to doctor visits. The vans are new and purchased with federal grant money. Dathe explained future federal grants will be written that will pay for the van expenses and a driver. The county is responsible for the expenses and insurance until October 1, 2015, which is when the new grant money will be available. Dathe presented a Memorandum of Agreement for the commission to review and sign.

Discussion followed. Dathe will get more information about the federal funding and the activities the van may be used for. He asked for a motion to accept the Memorandum of Agreement upon resolution of the current concerns of the commission. Hokana motioned to accept the Memorandum of Agreement. Sand seconded. Motion carried.

The commission reviewed the Kone Elevator Proposal. Hamar motioned to accept the Kone Elevator proposal to maintain the elevator. Hokana seconded. Motion carried.

Sand motioned to authorize IT Director Jamie Nelson to install new virus protection for the county computers in the amount of \$1,500. Hokana seconded. Motion carried.

The commissioners discussed whether the county will continue to pay the required 75% of the current dollar amount paid for a family insurance policy in order for the county to stay grandfathered with PERS. The insurance premium increase is 16% and goes into effect on July 1. Sand motioned to move the percent of the health insurance amount the county pays to 82%. Hokana seconded. Discussion followed. Motion passed with a roll call vote of Hamar yes, Hokana yes, Sand yes, Simek yes.

Sheriff Estes joined the meeting at 10:45 to discuss incident in Stutsman County regarding Truck Regulatory Officer Gillespie. The commission authorized Estes to notify Gillespie that Dickey County wishes to suspend truck regulatory activities until the situation at hand is resolved.

Estes requested permission to give a Motorola Radio to the Oakes Police Department. He said the radios are obsolete for the county to use. Estes has made arrangements to have the remaining obsolete radios destroyed because the frequencies are not allowed to be used by the general public.

Road Superintendent Hagen, 911/DES Coordinator Russell and Kadrmas, Lee and Jackson (KLJ) Engineer Josh Loegering, attended the meeting at 11:00 AM. Loegering said the grade raise on County 3 over Kasprick slough is completed. He submitted the final construction request payment the 2014 mine and blend project (CNOA 1112(067) from Knife River. Hamar motioned to add the Knife River voucher in the amount for \$141,929.04 to the voucher list. Sand seconded. Motion carried with a roll call vote, Hamar yes; Hokana yes, Sand yes, Simek yes.

Loegering informed the commission the county will be short \$1.5 million to complete the entire mine and blend project on County 3 west of Oakes to County 8. Loegering explained the additional cost is because the Dickey County Drain connects all wetlands to the Maple River and navigational wetland mitigation will be necessary in order to complete the project. Loegering will send maps to the Corp or Engineers and they will inform KLJ of what is and isn't navigational jurisdiction. Alternative funding options were discussed, including the use of General Fund mills and bond money.

Loegering submitted the construction engineering chip seal contract for County 8 (SC 1127(065) in the amount of \$58,650. Loegering said the contract is an estimate because the dollar amount is contingent upon hours from the contractor, Morris Sealcoat. Sand motioned to have the Chairman sign the engineering agreement with Kadrmas Lee and Jackson for the County 8 chip seal project(SC 1127(065). Hamar seconded. Motion carried

Hagen presented a utility permit from Maple River colony, along with a map of the area, to place drain tile across Dickey County 8. Hagen said the 18 inch pipe will be placed 8 feet 8" deep. The paperwork was received from the Water Board Attorney.

Sand motioned to sign the utility drain for 93<sup>rd</sup> St SE, sections 16&21. Hokana seconded. Motion carried.

Hagen suggested the county begin charging for the time and mileage to inspect approaches and issuing utility permits. Sand motioned to change the approach policy from \$500 refundable, to \$400 refundable and \$100 for the approach permit. The application will require separate checks in the amounts of \$400 and \$100. If a utility permit is issued to trench through a road, the permit cost is \$50. Hamar seconded. Motion carried.

Hagen submitted an email proposal from Aquo-Sign to add GPS. The one time license fee is \$1,800 and includes the first year of maintenance. The annual maintenance fee is \$500 per year.

Hamar read an email he received from a Dickey county resident commending the road superintendent and blade man for the excellent condition of County 10.

Chairman Simek informed the commission and Hagen that County 5 has deep ruts in the ditch east Dickey County 12. Simek said there are also deep ruts in the ditch near Fullerton.

Russell submitted a Flood Declaration for the commission to sign so the Declaration is active in the event Governor Dalrymple declares a flood emergency. Hokana motioned to sign the Flood Declaration for Dickey County. Hamar seconded. Motion carried.

Tax Director Flaherty gave a short report on the valuations he plans to present during the County Equalization Meeting on June 4<sup>th</sup>.

Hokana motioned to adjourn. Sand seconded. Motion carried.

### **Dickey County Equalization Meeting June 4, 2015**

Chairman Simek called the Equalization Meeting to order at 1:05 PM. Present were Joel Hamar, John Hokana, Thor Sand, Chairman Simek and Tax Equalization Director Don Flaherty. Others present were Assessors Vance Jury and Rod Rodingen; Ellendale City Auditor Candace Middlestead; and Bear Creek Township Officers Paul Roney, Doug Schmit and Darwin Gebhardt.

Flaherty presented the ratio adjustment worksheet that is similar to what the state reviews. He also reviewed the 2014 valuation and percentage of compliance.

Flaherty stated that he had made the following recommendations for residential valuation increase for the cities of Dickey County for 2015.

Ellendale City – No Increase

Oakes City – 9%

Forbes City – 2 to 3%

Fullerton City – 2 to 3%

Ludden City – 2 to 3%

Monango City – 2 to 3%

Flaherty stated that after the local equalization meetings, the following changes had been made:

Ellendale City – 5.59% increase

Oakes City – 9.22% increase

Forbes City – 0.01% decrease

Fullerton City – 5.08% increase

Ludden City – 3.26% increase

Monango City – 2.42% increase

Flaherty said the overall increase to the residential assessments within the cities of Dickey County was 7.85% after local equalization.

Flaherty recommended that the county equalization board increase the structural value of all residential structures in the City of Forbes by 3.1% for an overall increase of 2.99% for residential value.

Hamar motioned, on the advice of the Tax Director, to increase the residential structures in the City of Forbes as stated. Sand seconded. Motion carried.

Flaherty made the following percent of increase recommendations for commercial properties within the cities of Dickey County for 2015 valuations. Flaherty recommended that assessors not to make changes in commercial valuations for 2015. He reported the assessors did make the following commercial valuations changes.

Ellendale City - 0.52% increase

Oakes City - 0.23% decrease

Forbes City – 2.13% increase

Fullerton City – .04% decrease

Ludden City - 0.15% increase

Monango City – 4.92% increase

Flaherty recommended the Equalization Board accept the valuation changes made by the local equalization boards.

Discussion followed. Hamar asked why Ellendale City had an increase in residential and now are at 105.3% and 12% higher than Oakes City. Ellendale City Assessor Jury reported the increase was based on the sales trend for homes in Ellendale. Jury said there is a shortage of new homes in Ellendale. Those that are for sale are selling for higher than the appraisal amount. Jury reported the local equalization board did not oppose the increase.

The board recessed at 1:20 until the scheduled time of 1:30 for the Township Equalization Meeting.

Chairman Simek reconvened the County Equalization Meeting at 1:30 PM to review the township valuations.

Flaherty reported the average value per acre of agricultural land in Dickey County as calculated by NDSU for 2015 is \$810.92. He recommended an approximate 7.5% increase in agricultural land valuation which will place Dickey County in compliance at 93%.

Hokana motioned to accept the recommendation of the Tax Equalization Director to increase agricultural land in Dickey County by 7.5%. Hamar seconded. Motion carried.

Flaherty stated he requested all townships to make a 2 to 3% increases for residential property assessment for 2015. He recommended the townships make no changes to commercial property assessments for 2015.

Flaherty stated that overall the townships had made an increase of approximately 1% to commercial valuations.

Flaherty recommended the Equalization Board accept the valuation changes made by the local equalization boards. This will place Dickey County in compliance at 95.1% for commercial valuation.

Flaherty stated the following townships made no residential valuation change at their local equalization meetings:

Lorraine  
Elden  
Albion  
Hamburg

Flaherty recommended that the county equalization board increase the structural value of all residential structures in Lorraine, Elden, Albion and Hamburg townships by 3.1% for an overall increase of 2.9 to 3% for residential value.

Hamar motioned, on the advice of the Tax Director, to increase the residential structures in the above named townships as stated. Sand seconded. Motion carried.

Flaherty stated the township of Bear Creek has decreased their residential assessment by 9.07% from 2014 at their local equalization meeting. Flaherty invited comments by the Bear Creek Township Board Members in attendance to explain their actions.

Bear Creek Township Chairman Gebhardt reported the township believed the 9% increase applied to 2014 residential property in Bear Creek Township by the County Equalization Board was deceptive. Gebhardt said the 2014 Equalization Meeting paperwork showed Bear Creek Township had no increase and the Equalization Meeting minutes were verification of no increase.

Flaherty explained the minutes from the county equalization meeting were originally published with errors. The audio recording of the 2014 Equalization Meeting reflected the correct township residential increases. The 2014 Equalization Meeting minutes were corrected and republished in January 2015.

Discussion continued as to the procedure the Tax Director follows each year in making recommendations to local assessors for valuation changes and the documentation provided to support the recommended changes. Flaherty also shared information on the annual residential valuation changes from 2004 to 2015 for the townships of Ellendale & Bear Creek and the Cities of Ellendale & Oakes.

Flaherty recommended a residential structural increase of 13.5% for Bear Creek Township, which will result in an overall residential increase of 2.94%. This is requested to nullify the 9% valuation decrease the Bear Creek Township Equalization Board authorized.

Sand motioned, on the advice of the Tax Director, to increase the residential structures in Bear Creek by 13.5%. Hamar seconded. Motion carried.

Flaherty stated the residential values for Dickey County for 2015 will be in compliance at 93.2% after all of the above changes are put into effect.

Hamar motioned to adjourn at 2:35 PM. Sand seconded. Motion carried.

## **Commission Meeting**

### **June 16, 2015**

Chairman Simek called the meeting to order at 9:25 AM. Present were Commissioners Joel Hamar, John Hokana, Thor Sand, Chairman Simek. Commissioner Gary White was present via conference call.

Additions to the Agenda:

Morris Sealcoat contract  
Truck Regulatory

Hamar motioned to accept the minutes for the County Equalization minutes. Hokana seconded. Motion carried.

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

Sand motioned to approve the financials. White seconded. Motion carried.

Treasurer Veland asked the commissioners to cancel warrants that have been outstanding for over one year. She explained the warrant amounts will be sent to the unclaimed property division of the State Land Department. The owner of the cancelled warrant is able to request the funds from the State Land Department. Hamar motioned to cancel the county warrants that have been outstanding for more than one year. White seconded. Motion carried.

Sheriff Estes attended the meeting at 10:20. Estes said LaMoure County and Dickey County are both sending a deputy to school for truck weighing. The commission and Estes agreed South Central Regional County Truck Regulatory Board is a good idea, although the county may benefit more if the district covers less area. One of the options they discussed was for Dickey County hiring a truck regulatory agent. The agent could

be contracted part time to another county. Discussion followed about the division of equipment if Dickey County resigns from Truck Regulatory Board. Hamar will let the Truck Regulatory Board know Dickey County is currently looking at other options to enforce truck regulations.

Highway Superintendent Hagen and 911/DES Director Russell attended the meeting at 11:00 am. Russell submitted Arial photos of the railroad tracks going east of Fullerton. The photos show a roughly constructed ditch that appears to be recently dug within the railroad right of way. Russell felt the county should take action to temporarily fill the ditch in to avoid derailment. The commission said the county has no involvement with the ditch because it was illegally dug within railroad right of way; and the railroad needs to either fill the ditch or submit a trespassing complaint to Sheriff Estes. Upon receipt of the complaint Estes can open an investigation. The railroad was notified via conference call of the commissioner's decision.

Kadmas, Lee and Jackson (KLJ) Engineer, Loegering joined the meeting at 11:15. Loegering said ND Department of Transportation (ND DOT) inspected and approved the Kasprick Slough grade raise. Loegering submitted a voucher for the final payment. Hamar motioned to have the Chairman sign the voucher to pay the retention amount of the Kasprick Slough grade raise (CER-SC 1112-064). Sand seconded. Motion carried.

Loegering submitted an acceptance letter for the completed 2014 County 3 mine and blend project (CNOA 1112-067) for the chairman to sign. Sand motioned to have the chairman sign the final acceptance letter for the County 3 mine and blend project number CNOA (067). Hokana seconded. Motion carried. The acceptance letter is on file at the Kadmas, Lee and Jackson Valley City office.

Loegering explained that ND DOT requires a final certification from KLJ of all the expenses and payments for the completed 2014 mine and blend project. Loegering submitted a cover letter for the Chairman to sign that will be mailed to ND DOT with the certification paperwork. Hamar motioned to have the Chairman sign the cover letter for the 2014 mine and blend project certification paperwork (CNOA-067). Sand seconded. Motion carried.

Loegering said the 2015 mine and blend project (CNOB-067) had to be redone in places because the contractor, Knife River, placed pavement on the base before the base was dry. Loegering said the final lift on east end is out of tolerance, and needs to be corrected along with repair of some random potholes. Loegering said that no payments for the project will be made until all repair work is completed.

Loegering explained the two applications are ready for submission to DOT and area counties at the July 27<sup>th</sup> meeting to review HB 1176 funded projects. The applications are for the County 3 widening project and to continue the County 3 mine and blend project in 2016. Hokana motioned to authorize Loegering to submit the applications for the projects funded by HB 1176. Sand seconded. Motion carried.

Loegering submitted the supplemental contract from ND DOT to increase engineering from \$50,000 to \$58,000. The increase in engineering is due to navigational wetland mitigation along County 3. Hokana motioned to have the paperwork for the increased engineering project signed. Hamar seconded. Motion carried.

Loegering said the county auditors will be notified in late July whether or not the county is awarded the Special Road Fund Project grant. He explained if the grant is awarded it has to be accepted or rejected immediately. Acceptance of the grant is dependent upon Oakes City paying one half of the local cost. The grant is up to \$250,000 and is 40% paid locally, plus 100% of the engineering cost, and 60% paid by ND DOT.

Loegering said total local cost is estimated to be a maximum of \$120,000 or \$60,000 for the county and \$60,000 for Oakes City. The road project is to pave Dickey County 3 east of Oakes to the cemetery. The auditor will mail a letter to Oakes City Council informing them of the grant requirements and approximate date of the decision.

Hokana motioned to adjourn. Sand seconded. Motion carried.

Salaries	129771.17
Cities, Townships, Schools	23,170.01
Human Services	5,437.70
ND PERS	37,746.06
ND PERS	2,949.66
ND PERS	334.86
ND PERS	140.96
Overpayment Refund	524.92
Overpayment Refund	143.14
Dakota Plains Credit Union	73.32
Dakota Plains Credit Union	109.78
Dickey County Highway Dept.	185.13
Flaherty, Don	28.75
Hampton Inn & Suites Grand Forks	373.50
LaQuinta Inns & Suites Bismarck	74.70
LexisNexis Matthew Bender	330.81
Masse, Andrea	252.90
NAPA Parts Supply Inc.	34.99
ND Association of Counties	55.00
Neuharth, Gary	250.00
Peterson, Ray	16.97
Quality Quick Print	242.33
Seyer Plumbing & Heating	123.69
Financial Management Division	151.19
3D Specialties	1,943.35
Dakota Improvement	1,463.14

Fastenal Company	29.77
Quality Quick Print	43.00
Southeast Water Users	50.39
Computer Express	3,335.00
Harvest Inn	10,000.00
Montana Dakota Utilities	85.08
Green Iron Equipment	99.64
True Value - Ellendale	53.95
Weis, Terry	48.72
Chief Supply	43.49
Ellendale City Auditor	666.70
True Value - Ellendale	304.08
Dakota Plains Credit Union	118,000.00
Community Volunteer EMS of LaMoure	9.35
Kulm Ambulance Corps Inc.	31.12
Edgeley Ambulance Service	16.70
Ellendale City Auditor	117.63
Oakes City Auditor	112.34
ND State Treasurer	104.87
Garrison Diversion Conservancy District	69.87
James River Soil Conservation	82.36
Ellendale Fire District	136.38
Oakes Fire District	62.78
Dickey County Treasurer	555.00
Kadrmas Lee & Jackson Inc.	5,626.70
ND PERS	1,271.92
ND PERS	187.50
US Dept of Education	227.21
Rodenburg Law Firm	254.73
Human Services	23,936.01
Overpayment Refund	5.00
Balco Uniform	720.00
Burleigh County Sheriff's Department	35.00
Computer Express	134.27
Computer Express	19.00
Dickey County Highway Dept.	880.77
Dickey County Leader	511.45
Dickey County Sheriff's Department	1,027.25
Farnams Genuine Parts	15.18
Hamar, Joel	12.65
Hokana, John	36.80
House of Glass Inc.	1,738.03
LexisNexis Matthew Bender	448.61
ND State Tax Commissioner	442.74
Postmaster - Ellendale	436.00
Simek, Dean	51.75
White, Gary	71.30
Bituminous Paving, Inc.	11,455.50
Bituminous Paving, Inc.	65,015.73
Team Laboratory Chemical Corp.	690.00
3D Specialties	313.60
Bear Creek Gravel, Inc.	6,558.38
Economy Oil Co.	1,769.52
Economy Propane LLC	240.30
Farmers Union Oil Co.	2,498.20
Farmland Coop	16,170.93
Farnams Genuine Parts	602.61
Fastenal Company	572.00
Fullerton City Auditor	20.00
John Deere Financial	1,774.84
Mac's Inc.	83.04
Merkel, Ross	17.88
NAPA Parts Supply Inc.	35.50
Oakes Truck & Trailer	2,722.19
Ottetail Power Co.	31.15
Praska's Hardware Hank	2.49
State Chemical Solutions	262.39
True Value- Ellendale	234.50
True North Steel	13,646.54
True Value - Oakes	12.99
Valley Officeworks	225.75
Waste Management	38.71
Office of Attorney General - 1250	275.00

Barnes County Corrections	4,225.00
Jamestown Regional Medical Center	9.20
North Dakota Insurance Department	4.11
Information Technology Dept. (ITD)	593.00
Farnams Genuine Parts	49.99
Wertz, Cary	186.75
Computer Express	298.92
Dickey County	510.89
Dickey County Leader	48.40
Fullerton Farmers Elevator	886.93
Mertz Construction & Supply-Ellendale	4.12
ProAg Supply Inc.	346.66
Reds Fix-It Shop LLC	580.00
Weis, Terry	479.96
Dickey Rural Networks	255.00
ND Association of Counties	1,239.70
Fireside Family Restaurant & Lounge	75.00
Dakota Plains Credit Union	563.90
A&B Business Inc.	130.36
AmeriPride Services Inc.	511.13
AT&T Mobility	521.60
Central Business Systems Inc.	530.58
Dakota Valley Electric Coop	205.00
Dickey Rural Networks	1,178.31
Mertz Construction & Supply-Ellendale	72.79
Montana Dakota Utilities	1,744.84
AFLAC	2,715.45
WageWorks	65.00
ND PERS	18,054.47
ND PERS	4,417.88
ND PERS	1,448.13
ND PERS	354.36
ND PERS	1,271.92
ND PERS	187.50
Delta Dental Plan of MN	1,142.40
Ameritas Life Insurance Corp.	407.12
US Dept of Education	227.21
Rodenburg Law Firm	254.73
North Dakota United	73.82
ND State Tax Commissioner	3,669.49
Human Services	1,364.20
Dickey County Treasurer	16,920.00
Dickey County Treasurer	5,976.38
Dickey County Treasurer	24,267.19
Dickey County Treasurer	2,347.21
Dickey County Treasurer	21,132.22
Dickey County Treasurer	49.30
Dickey County Treasurer	2,020.28
Dickey County Treasurer	1,906.18
Dickey County Treasurer	11,057.72
Dickey County Treasurer	5,134.00
Dickey County Treasurer	637.73
Dickey County Treasurer	23,029.06
Dickey County Treasurer	4,464.62
Dickey County Treasurer	472.73
Dickey County Treasurer	14,506.73
Dickey County Treasurer	29,051.95
Kadmas Lee & Jackson Inc.	20,627.06
Dickey County Treasurer	23,875.05
Knife River Materials	145,319.64

Respectively Submitted  
Dean Simek, Chairman  
Beverly Kuska, Auditor