

**Commissioner Meeting
November 2, 2021**

Commissioner Marke Roberts called the meeting to order at 9:05 am. Present were John Hokana, Joel Hamar, Dean Simek, Jerry Walsh and Chairman Marke Roberts. The media was not present. The Pledge of Allegiance was recited. Clerk of Court Andi Schimke and Administrative Assistant Shirlene Wagner joined the meeting via electronic means.

Additions to the agenda

Resolution on American Beef Labeling Act

Railroad crossing over at Oakes, located at 111th Ave in Bear Creek Township

Hamar made a motion to approve the October 19th minutes with corrections. Walsh seconded. Motion carried.

Commission reviewed the vouchers presented by Sheppard. Sheppard presented an additional invoice for work completed on the lower-level project by Mission Mechanical in the amount of \$33,574.04 which are in addition to that which was presented. A voucher to pay JDH Construction for work completed on the lower-level project was revised to not include payment of the retainage on the project, adjusting the payment by \$30,430.75, until the punch list was completed and signed off by both parties. Walsh made a motion to pay the vouchers with the above additions and adjustments. Simek seconded. Motion carried.

Hokana presented a request given to him by a resident of Dickey County, requesting the support of the County Commission on S. 2716, the American Beef Labeling Act of 2021, which would restore mandatory Country of Origin labeling for beef. After a review of the information presented and discussion, Walsh made a motion to issue a letter of support for the passage of this bill. Simek seconded. Motion carried, with Hokana abstaining, declaring a conflict of interest. Information is on file with the Auditor's Office.

Tax Director Don Flaherty, Deputy Tax Director Nicole Kempf, and Treasurer Wonada Lematta joined the meeting at 9:20. Deputy Treasurer Lori Wald joined the meeting at 9:30 via electronic means.

Hamar made a motion to open the Omitted Tax Hearing at 9:30. Hokana seconded. Motion carried.

Flaherty presented seven residents of Dickey County that have omitted tax notices. The first two are mobile homes, which have not been taxed in the past. The mobile homes had not been taxed in the past and therefore prior year taxes are due on both parcels. The next 3 properties were owned exempt and have become non-exempt due to their sale to a different individual. The next property is a small piece of land that was not included in the original taxable value assessment for 2021. The last parcel is the Operations & Management building in Grand Valley Township for Northern States Power. The property was not reported with the centrally assessed property by the State of North Dakota. The ND Tax Department requested Flaherty assess the property for the 2021 tax year and the building will be added next year to the centrally assessed property. Hamar made a motion to add the properties discussed to the tax rolls for tax year 2021. Simek seconded. Motion carried.

Hamar made a motion to close the Omitted Tax Hearing. Simek seconded. Motion carried.

Flaherty informed the Commission concerning a parcel in the city of Ellendale that has been purchased by Trinity Bible College, which makes the property exempt. The legal description of the property is Lot 7, Block 5, DeCoster, Flemington, and Wells Addition, Ellendale. Flaherty stated he was letting the Commission know so that they are aware of the situation. Walsh made a motion to place the property as exempt and to apply a prorated tax based on the date that ownership was transferred. Hamar seconded. Motion carried.

Resident Cindy Bagley joined the meeting at 9:45.

Walsh made a motion to open the Abatement Hearing. Simek seconded. Motion carried.

Flaherty states the first parcel was a new twin home built in Oakes. Exemption can be applied for on new construction until the parcel is sold. The parcel has been sold now so the exemption would be prorated based on the date of the sale. The second parcel is a mobile home in Ellendale, where the assessment record was incorrect on the date the mobile home was built and the square footage of the home. The error was found at the Ellendale City Tax Equalization meeting. The cities of Oakes and Ellendale have approved the abatements.

Hokana made a motion to approve the abatement forms. Walsh seconded. Motion carried.

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

Sheppard requested the authority to sign the quote from Dickey Rural Network for a new phone system. Sheppard stated that there have issues with the current system, which has increased the need to replace the equipment. Discussion followed concerning the lease or purchase option. Hokana made a motion to lease the phone system from DRN for three years. Simek seconded. Motion carried.

County Agent Breana Kiser and Family and Community Wellness Agent Danielle Dinger joined the meeting at 9:50 to review the extension narrative for the last three months.

Schimke updated the Commission on the grant she will submit to the Court System to update the blinds in the courtroom to help with the acoustics in the courtroom. Schimke stated that she would

also like to update the eight chairs located at the counsel tables in the courtroom. The cost of the blinds and the chairs will be within the budget amount approved earlier by the Commission.

The meeting went into recess at 10:35 and returned at 10:45.

Highway Superintendent Jeff Hagen and KLJ engineer Bryan Tykwinski joined the meeting at 10:45.

Sheppard presented 5 deeds for signature of the Chairman and Auditor for parcels that have been redeemed by the legal owner before the tax sale in November. Hamar made a motion to sign the deeds. Simek seconded. Motion carried.

Sheriff Chris Estes joined the meeting at 10:50 to discuss the issue of non-receipt of a new vehicle in 2021, but has been budgeted in 2021. Sheppard stated the same issue is occurring with the purchase of a new server for the Courthouse. Estes and Sheppard would like to use the money budgeted in 2021 for the car and the server to purchase items budgeted for in 2022. Commission asked that a list be given of how the expenses will be covered and they will review at the next Commission meeting.

Tykwinski presented a preliminary report for the work done on County Road #1. The cost is \$646,827.60 and the original estimate was approximately \$790,000. Dickey County's portion of that amount is approximately 20% or \$129,365.52.

Hagen updated the Commission on the railroad crossing completed last week by Merricourt. The work was finished Thursday. Discussion followed concerning the state of the gravel roads after the recent rains.

Walsh asked Hagen and Tykwinski concerning information included in the Township Officer newsletter concerning ND DOT's request for assistance in identifying locations within your jurisdiction where rail/highway crossing safety can be improved. Dickey County has used this funding in the past, but can only report on county roads. The location on 111th Avenue is a township road and would have to be reported by the township, Bear Creek Township. If selected, there is federal funds of 90% of the cost of repair with local match of 10%.

Hamar made a motion to adjourn at 11:40.

Commissioner Meeting November 16, 2021

Commissioner Marke Roberts called the meeting to order at 9:29. Present were John Hokana, Joel Hamar, Dean Simek, Jerry Walsh (via electronic means) and Chairman Marke Roberts. The media was not present. The Pledge of Allegiance was recited. Treasurer Wonada Lematta and Dickey County resident Cindy Bagley were also present. Administrative Assistant Colleen Rithmiller was also present via electronic means.

Additions to the agenda

Request for extension of vacation for this year

Hokana made a motion to approve the minutes with corrections. Simek seconded. Motion carried.

Simek made a motion to approve the vouchers presented, with the addition of \$122.49 to Central Business Systems and \$4,497.34 to the Dickey County Treasurer for payment of taxes by the legal owner of a property that was listed on the Tax Sale. Walsh seconded. Motion carried.

Clerk of Court Andi Schimke and Deputy Treasurer Lori Wald joined the meeting via electronic means at 9:40.

Hamar made a motion to approve the October financials. Hokana seconded. Motion carried.

Commission requested information from Sheppard concerning the balance of vacation time that will be lost if the deadline of December 31st is not extended. Sheppard will put a report together for the Commission for the next meeting.

Simek made a motion to sign the Quit Claim Deed for parcel number 07972000, as the legal owner has paid the taxes. Simek seconded. Motion carried.

Sheriff Estes joined the meeting at 10:00 during personnel time to discuss issues with hiring of deputies and update the Commission on the move into the basement. Estes requested assistance with interviewing the end of the week for a couple of applicants. Hokana stated to let him know the time and he would be there to assist with the interviews.

States Attorney Kim Radermacher and resident Rebekah Middlestead joined the meeting at 10:10.

Sheppard presented the proposed policy concerning Fraud Prevention and Investigation required by the State Auditors to be included in our policy manual. Several concerns were presented. Radermacher and Sheppard will revise and bring to the Commission at a later date.

Hamar made a motion to open the tax sale. Hokana seconded. Motion carried. City Auditor Candy Middlestead was in attendance. Residents that were in attendance for the tax sale are on file at the Auditor's office.

Sheppard read the purchase agreement conditions for the purchase of property being sold at the tax sale. The follow parcels were auctioned off:

No bid received on parcel #07904000 N 32' of Lot 1 and all of Lot 2, Block 11, Original Plat, Ellendale with a minimum bid of \$4,285.05

Minimum bid of \$242.07 was received on parcel #08411001 Lot 8 Block 43 Ellendale Land Company, Ellendale

Minimum bid of \$232.91 was received on parcel #08411004 Lot 14 Block 43 Ellendale Land Company, Ellendale

Final bid of \$9,500.00 was received on parcel #10723001 W1/2 of Lot 1, Block 43, Block 43 and Outlot X, Oakes

Hamar made a motion to close the tax sale. Hokana seconded. Motion carried.

Hokana made a motion to accept the high bidder on the three parcels. Simek seconded. Motion carried.

Hokana made a motion to abate the taxes, penalties, and interest on parcel #07904000, request the City of Ellendale to abate the specials, and deed the property to the city of Ellendale. Hamar seconded. Motion carried.

Weed Board Chairman Brandon Carlson and Weed Board Secretary Amy Sand joined the meeting at 10:30 to discuss the need for an assistant for the weed officer. Discussion followed concerning options for this position for the next year.

Highway Superintendent Jeff Hagen joined the meeting at 11:00 and KLJ Engineer Bryan Tykwinski joined at 11:10 via electronic means.

Tykwinski updated the Commission on the bridge project for 2022. Hydrology study shows that a box culvert would work better than a bridge, but that needs verification. The pavement study on County Road 8 has been received, but has not been compiled. Tykwinski will compile the data and will submit to the Commissioners when completed. Discussion followed concerning the infrastructure bill that was passed. Not enough information has been received to quantify what the effect will be for Dickey County.

Hagen presented a report to the Commission, per their request, on the number of miles paved and graveled that are currently maintained by the county staff. Included with the mileage was the record of the number of times the roads were bladed this year.

Roberts reported to the Commission that he will not be able to attend the public hearing on redistricting of the Commission districts. Roberts is requesting that Hokana attend in his place, which Hokana has agreed to attend. Hamar made a motion to appoint Hokana to replace Roberts on the Redistricting Board. Simek seconded. Motion carried.

Hokana made a motion to adjourn at 11:57.

Salaries: \$156,060.80 59019-59114

Cities, Townships, Schools	cites, townships, Schools	113,822.03	109551 109598
Brandenburger Robert	Wilson Dam Mowing	3,000.00	109599
Cole Paper	Perforation Paper	105.70	109600
Dickey County Leader	County Paper Renewal- ss	38.00	109601
Dickey County Leader	Legal September Minutes	304.44	109602
Dickey County Leader	October 7TH Legal Min	220.16	109603
Flaherty Don	Assessment and Review of Property	49.84	109604
Innovative Office Solutions LLC	Calendar Refill, File Slots Stand	47.07	109605
Jarman's Water Systems	50LB Course Salt	52.80	109606
Mertz Const & Supply- Ellendale	Lever set	33.99	109607
Miller's Fresh Foods	Supplies	75.58	109608
Modern Marketing	Sheriff's Dept. Coloring Tote	224.48	109609
Montana Dakota Utilities	Park Utilities	93.73	109610
NDAAO	Training for Nicole, NDAAO Membership	230.00	109611
Overpayment Refund	Overpayment of Taxes 2020	76.06	109612
Q & N Corporation	Wireless Mouse, Labels, Toner, Monthly Service Agreement, New Computer- Dan	2,852.86	109613

Q & N Corporation	Hp Maintenance Kit for M609	499.00	109614
Q & N Corporation	Hp Black high yield, Samsung TV, HDMI Extender, Tv Wall Mount	1,143.58	109615
Quadient Leasing USA, Inc.	SS Half of Postage	67.11	109616
Sign Solutions	Yellow Numbers for Courthouse Doors	57.22	109617
Aramark	Rug Service	155.61	109618
Dallmann Services Co.	PVMT MK Painted 4in Line- DC Roads	19,058.27	109619
KLJ Engineering LLC	Project CNOB-CNOC-1112(069), DC Hwy 8 Overlay, Structure Replacement- #11123080	8,304.90	109620
North Dakota One Call	Locate Call	10.80	109621
Oakes Truck & Trailer	Work Done on the 2019 International	2,772.47	109622
Q & N Corporation	Cell Phone Booster- For Sign iPad	529.00	109623
Southeast Water Users	Highway Utilities	50.58	109624
Pharmchem	Sweat Patch Analysis	314.05	109625
Bruns Jodi	Epsion Membership	75.00	109626
Meidinger Home Improvements	Hours for onsite Inspection, MTG, Paperwork	2,032.50	109627
Michael J Burns Architects LTD	Dedication Plaque Logo	1,022.55	109628
Dinger Danielle	Meal at conference	52.50	109629
Innovative Office Solutions LLC	Postcards Paper Ltr	54.50	109630
Kiser Breana	Livestock Inservice, NDSU Conference	393.68	109631
NDAAEA	Memberships	75.00	109632
AT&T Mobility	Courthouse, Pio, Road, Weed Board, 911 Phone Bill	732.24	109633
Dakota Plains Credit Union	Ext. Conf. Reg.-Farm viability, Canva software lic., livestock reg, 4-h corrugated signs, postage	862.59	109634
Ellendale City Auditor	Sprinklers, Courthouse, Park, HWY, Weed Board	628.01	109635
True Value	Painter Tape, Paint, Glass Scraper, Inv strip, Bowl Brush, filter, Test Plug, brush, battery	484.00	109636
Monthly Expenses	Human Services (check voided #109646)	7,263.86	109637 109646
Department of Human Services	Revalidation Application Fee	599.00	109647
ND Public Employees Retirement	BCBS	48,318.90	109648
ND Public Employees Retirement	LIFE INS	576.41	109649
ND Public Employees Retirement	BCBS-HD	8,581.80	109650
ND Public Employees Retirement	LIFE INS HD	255.58	109651
Nelson Auto Center	2021 Ford Expedition Health District	40,542.00	109652
Community Volunteer EMS of LaMoure	Ambulance Collections, SAD	107.33	109653
Kulm Ambulance Corps	Ambulance Collections, SAD	402.45	109654
Edgeley Ambulance Service	Ambulance Collections, SAD	214.63	109655
Oakes Volunteer Ambulance Service	Ambulance Collections, SAD	939.04	109656
Ellendale City Auditor	Airport, Sad, Ambulance, SAF	1,346.35	109657
Oakes City	Airport, SAD	326.84	109658
Garrison Diversion	Collections, SAD	880.54	109659
James River Soil Conservation 975	Collections, SAD	1,052.12	109660
Ellendale Fire	Collections, SAD	1,191.92	109661
Oakes Fire	Collections, SAD	1,057.97	109662
Dickey County Senior Citizens	Collections, SAD	765.69	109663

Dickey County Historical	Collections, SAD	191.33	109664
State Treasurer	State Medical, Clerk of Court Fees, Sign	3,058.86	109665
Dickey County Treasurer	Clerk of Court Fees	192.00	109666
JDH Construction INC	Basement Payments	31,725.25	109667
ND Public Employees Retirement	Def comp	1,052.50	109668
ND Public Employees Retirement	Def comp	417.50	109669
WEX Health Inc.	Flex	1,040.83	109670
SD Division of Child Support	Garnishment	400.00	109671
Accounts Management Inc.	Garnishment	278.13	109672
WEX Health Inc.	Cancer	50.00	109673
Human Services	Monthly Expenses	3,204.66	109674 109684
Central Business Systems Inc	Meter Reading, Quarterly Bill- SS	122.49	109685
Cole Paper	White Copy Paper, Bath Tissue, Breeze Refill, WHT Towels	2,461.66	109686
Dakota Plains Credit Union	Vehicle Gasoline for Law Enforcement	198.25	109687
Dakota Plains Credit Union	Classes, Books for the class	1,154.65	109688
Dickey County Hwy Dept	Fuel for the Des Truck	234.80	109689
Dickey County Hwy Dept	Gasoline for the Law Enforcement Vehicles	1,308.20	109690
Dickey County Leader	Ad/Display Tax Sale	104.00	109691
Graham Tire Co	New Tires on Tahoe	2,637.44	109692
Gulke Corey	9MM	365.00	109693
Henningsen Paul	Refund on Safety Boots	129.99	109694
Information Technology Dept.	Azure ad plan 2, office 360, active dir. User fees, net motion vpn client	948.80	109695
Innovative Office Solutions LLC	Pens, Corr tape, Calc Ribbon, Tape, Desk Pad.	283.24	109696
J&J Professional Carpet Cleaning	Carpet Cleaning upper and Main Floor	1,379.60	109697
Marquart Andrew	Court Appointed Attorney	198.00	109698
Mertz Const & Supply-Ellendale	Marking Paint and Door Lock	117.16	109699
Mission Mechanical Inc	Install Siphoned Valve before softener	259.00	109700
ND Association of Counties	ILG Classes and Convention reg-Wanda, Jerry, Wonada	790.00	109701
ND Surplus Property	Hard Shell laptop case	30.00	109702
Network Center Communications	Remote Labor for Certain Extension not ringing	75.00	109703
NDAE4-HYW	State & National Membership Dues-Danielle	100.00	109704
Q & N Corporation	Ink for Printer-States Attorney	365.99	109705
Q & N Corporation	Charger for HP Envy, Phone Rack, Extra Hours Running Cables	1,110.95	109706
Q & N Corporation	Storage Cabinet	265.00	109707
Schimke Andi	Postage due from post office for work- refund	13.71	109708
Stanley Christopher	Install of Carpet, Aud, Comm, Treasurer Off	1,156.00	109709
Supreme Court of North Dakota	E-filing for case work	75.00	109710
Z's Fresh Market	Office Supplies	82.49	109711
Agtegra Oakes	Gasoline for hwy dept., Tire Repair	521.58	109712
Aramark	Invoice-57030,40185,16300	447.66	109713
Bear Creek Gravel Inc	Gravel	3,735.54	109714
Dakota Improvement	Gravel Hauled on Dc 3,14	709.39	109715

Farmers Union Oil Co	Field master Diesel Fuel, 8mm/24mm wrench set	596.25	109716
Farnams Genuine Parts	Grommet	4.12	109717
Fullerton City Auditor	Fullerton Shop Utilities	20.00	109718
Ottertail Power Company	Oakes Garage Utilities	62.73	109719
Waste Management	Waste Pickup	67.88	109720
Dickey County Recorder's Office	Recording Fee for Land Purchase	20.00	109721
Dickey County Treasurer	Penalty, Interest, Advertising fees	452.75	109722
Dickey County Treasurer	Purchase of land before sale	1,225.82	109723
Dickey County Treasurer	Repurchased by owner before land sale	2,798.77	109724
Office of Attorney General	24/7 Program	695.00	109725
Stutsman Correctional Center	housed inmates	1,950.00	109726
Dathe Gary	VSO Training/Conference	294.75	109727
Dawson Sandy	Room Rent for VSO Office In Oakes	600.00	109728
Quality INN	Room Stay for Gary Dathe	259.20	109729
Underground Vaults & Storage	Service Contract	238.50	109730
Dakota Plains Credit Union	Drone Support Registration	5.00	109731
Embroidery Creations	Shirts, Chair Back Memorial	44.00	109732
Leaf	Copies Contract	114.00	109733
NDAE4-HYW	State and national Membership dues- Breana	100.00	109734
Q & N Corporation	1tb m.2 ssd	189.00	109735
Z's Fresh Market	Programs	46.77	109736
Dickey County Hwy Dept	Gasoline for Weed Board	340.06	109737
Dickey County Leader	Publishing ADS	60.00	109738
Fullerton Farmers Elevator	Chemicals	3,733.02	109739
Q & N Corporation	Office Supplies	1,669.25	109740
True Value	Shop Supplies	219.45	109741
Van Diest Supply Company	Chemicals	25,476.00	109742
Dickey Rural Networks	Dickey 911 Trunks	231.00	109743
ND Association of Counties	911 Wireless 6%	445.17	109744
Dakota Plains Credit Union	Binder, highlighters, Training, Membership dues, new office Desk, Sound Proof Wall Panel	2,544.86	109745
Dakota Valley Electric Coop	Wilson Dam, Hwy Dept, Guelph Tower- Utilities	275.00	109746
Dickey Rural Networks	Phone Charges	1,573.09	109747
Montana Dakota Utilities	Courthouse, Fullerton shop, Hwy Dept., Weed Board Building Utilities	2,719.27	109748
Ohnstad Twichell Pc	Legal Fees	1,623.84	109749
Mission Mechanical Inc	Project payment #8 - lower-level project	5,819.92	109750
ND Public Employees Retirement	Retirement	19,980.45	109751
ND Public Employees Retirement	Retirement	3,629.57	109752
ND Public Employees Retirement	Def comp	1,152.50	109753
ND Public Employees Retirement	Def comp	417.50	109754
AFLAC	Cancer	2,697.37	109755
Delta Dental Plan of MN	Dental	2,522.07	109756

Ameritas Life Insurance Corp	Vision	509.56	109757
WEX Health Inc.	Flex	1,040.83	109758
SD Division of Child Support	Garnishment	400.00	109759
Accounts Management Inc.	Garnishment	278.13	109760

Marke Roberts, Chairman

Wanda Sheppard, Auditor