Commissioner Meeting June 1, 2021

Commissioner Marke Roberts called the meeting to order at 9:00. 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.

Additions to the agenda

Key passes for the front door

County land use

Sheriff presentation

Hokana made a motion to approve the minutes from May 18^{th} with corrections. Walsh seconded. Motion carried.

Hamar made a motion to approve the vouchers, with the addition of \$45,000 payable to Chad's Electric for work on the basement project. Hokana seconded. Motion carried.

Walsh updated the Commission on the status of the basement project. The tile has been installed in the bathrooms. The plan was to upgrade the ceiling tile in the rotunda but the upgraded tile was not received before lighting was installed. Therefore, the ceiling tile will not be upgraded. Discussion followed concerning the steps at the south door. Sheppard will notify the ND Historical Society to ensure that Dickey County stays in compliance.

Sheppard presented a Document G701 required by the USDA for changes made to the original bid with each contractor, JDH Construction, Mission Mechanical, and Chad's Electric that need to be signed. Walsh made a motion to sign the document. Hamar seconded. Motion carried.

Hokana made a motion to sign the progress payments for the three contractors for the basement project. Walsh seconded. Motion carried.

Clerk of Court Andi Schimke and Deputy Clerk of Court/Risk Manager Cresta Miller joined the meeting at 9:30. Miller presented funds returned to Dickey County because of our compliance with safety requirements and a reduction in our workers compensation percentage. Hamar thanked Miller for her persistence and hard work. Employees need to know there are benefits to taking the classes required to get the discount.

Schimke updated the Commission on the video entry system at the North door. The new tablets are working well. Schimke asked for clarification on non-employees receiving a badge to enter the building. The employee badges are for identification and access cards for access to the North door during business hours for employees only. If anyone would like to ask for special permission, they will need to present to the Commissioners their request and rationale on the need for the badge or access card.

After some discussion on the doors to the courthouse, a decision was made to number the doors and any reference to the doors will use the door number. Schimke and Miller will get the door numbers ordered and placed on the doors.

Discussion followed concerning staffing changes that are coming to ND Association of Counites (NDACo). A decision was made that this would be discussed at the 5-County meeting in July. Sheppard stated that NDACo will be in Dickey County on July 15th. Discussion followed concerning moving the meeting from July 8th to July 15th. Commission felt that the amount of information NDACo would discuss is probably longer than the normal 5-County meeting can handle. Their suggestion for the other counties is to have a regular meeting on July 8th, with a special meeting on July 15th. Sheppard will discuss with the other counties involved.

Tax Director Don Flaherty joined the meeting at 10:15.

Simek made a motion to open the abatement hearing. Walsh seconded. Motion carried. Flaherty presented an abatement on a property in Potsdam Township, parcel #07401000. The

shop on the property was assessed as commercial and had been switched to residential. However, the amount in commercial assessment was not zeroed out so it was being assessed twice. Potsdam Township had approved the change at their equalization meeting. Hokana made a motion to grant the abatement. Simek seconded. Motion carried.

Hamar made a motion to close the abatement hearing. Simek seconded. Motion carried. Simek made a motion to open the omitted tax hearing. Hamar seconded. Motion carried.

Flaherty presented seven parcels that are being added to the tax rolls, that were not included at the time of township or city equalization meetings. Three parcels are due to a software issue in updating values, one parcel is an exempt property that is no longer exempt, two parcels that are no longer eligible for farm residency exemption, and one parcel that is now occupied.

Hokana made a motion to approve the omitted tax parcels presented by Flaherty. Walsh seconded. Motion carried.

Hamar made a motion to close the omitted tax hearing. Simek seconded. Motion carried. Flaherty updated the Commission on the county equalization information for the meeting on Thursday. The ratio adjustment worksheet shows that commercial property is at 95.4%, residential at 92.5%, and agricultural is at 93.0%. In order to be in compliance with the state of North Dakota, we

need to be between 90% to 100%. The cities of Oakes and Ellendale were reviewed, and ended with all other small cities and rural. The County Equalization meeting will be Thursday, June 3rd at 1:00.

Hamar stated that there are residents out at Pheasant Lake that are storing personal property on county property. Sheppard will locate the letter used earlier to contact all residents of Pheasant Lake concerning storing personal property on the park property.

The meeting went into recess at 10:51 and returned at 11:00.

Highway Superintendent Jeff Hagen, RDO Equipment representative Jeree Meyers, KLJ engineer Bryan Tykwinski joined the meeting at 10:55.

Meyers presented the proposal to replace the JD motor grader that the county has had many mechanical issues with. RDO's proposal is to buy out the lease on the problem motor grader and replace it with a lease on a new motor grader. RDO will rent us a replacement motor grader until the new one arrives, which should be in August. The rental on the motor grader is \$3,250 per month and the cost of the rent will be subtracted off the lease price on the new motor grader. The new motor grader is a bigger machine and the payment will only increase approximately \$200. According to the Minnesota state bid agreement, "a contractor may provide lower pricing at its discretion without requiring a duly executed amendment to the contract." Simek made a motion to accept the offer extended by Meyers on behalf of RDO Equipment to lease/purchase the new JD 872 motor grader and allow RDO to purchase the problem JD 772 motor grader. Hokana seconded. Motion carried.

Tykwinski presented a final project assessment letter to the NDDOT to close out the safety project on County Roads #14 and #8. Walsh made a motion to sign the letter. Simek seconded. Motion carried.

Discussion followed concerning funds needed to keep up the repairs on the blacktop roads. Tykwinski will compile a list of the roads and years for repairs, based on work completed prior for the Commission to review.

Roberts updated the Commission concerning phone calls he has received concerning a presentation done by Sheriff Estes to the City Council in Oakes concerning using the old Shopko building to put in a jail facility. Several Councilman informed Roberts that they feel strongly about this and will oppose it.

Hokana made a motion to adjourn at 12:07.

Dickey County Equalization Meeting June 3, 2021

Chairman Marke Roberts called the meeting to order at 1:02 pm. Present were Joel Hamar, Jerry Walsh, Dean Simek and Chairman Marke Roberts. Also in attendance were Tax Director Don Flaherty, Deputy Tax Director Denise Olson, and Assessor Rod Rodningen. City Auditor Candy Middlestead joined at 1:06.

Roberts turned the meeting over to Flaherty.

The meeting will begin with the assessments for the cities Ellendale and Oakes. Residential property is at 93.1% of the sales ratio and commercial is at 86.4% in Ellendale based on 2020 sales. In Oakes, the residential is 92.7% and commercial is 98.6% of the sales ratio based on 2020 sales. There was no sales data for commercial in the city of Ellendale. Discussion followed concerning the difference in commercial between Ellendale and Oakes.

Flaherty asked for any other questions on assessment of city property. Seeing there were no other questions, Flaherty went on to townships. The agricultural value per acre calculated by NDSU for Dickey County was \$901.08 which is a slight decrease from the year before. The current value per acre on agricultural land is an average \$838.39 per acre, which is 93% of the stated cost per acre. Dickey County is in compliance at that value. Flaherty asked for any questions concerning the agricultural land.

Flaherty stated that a protest has been received by Earl Seppanen on parcel #00574001 in Ada Township. Seppanen purchased the parcel not long ago and stated he feels the parcel is over assessed. Flaherty stated it was hard to assess, as they were not given access to the property. The property is a church building, and has been an exempt property until this purchase. Discussion followed concerning adjusting the value, which is currently at \$34,200. Hamar made a motion to leave the parcel assessed at \$34,200, with an option for Sepannen to file for an abatement after Rodningen can reassess the building when given access. Simek seconded. Motion carried.

Flaherty asked for any other questions. With no other question, Walsh made a motion to approve the assessments as presented for the tax year 2021. Simek seconded, Discussion followed about the wind towers and their effect on the taxable value in Dickey County. Motion carried.

Hamar made a motion to adjourn the meeting at 1:30. Simek seconded. Meeting adjourned.

Commissioner Meeting June 15, 2021

Commissioner Marke Roberts called the meeting to order at 9:00. 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.

Additions to the agenda

County Coronerissue

Hamar made a motion to approve the minutes from the June 1st Commissioner meeting and the June 3rd Tax Equalization meeting with corrections. Hokana seconded. Motion carried.

Hokana made a motion to approve the vouchers, with the addition of a voucher to the 4-H Council of \$2,500.00 and a travel voucher in the amount of \$46.00. Simek seconded. Motion carried.

Hamar made a motion to approve the financials for May 2021. Simek seconded. Motion carried.

Recorder Deb Anderson joined the meeting at 9:30 to update the Commission on her office. Administrative Assistant Shirlene Wagner joined the meeting via electronic means at 9:30.

Sheriff Chris Estes joined the meeting at 9:38.

Sheppard updated the Commission on the agenda for the 5-County meeting on July 15th at The Last Shot Bar and Grill in Oakes.

Estes is requesting access cards for three law enforcement personnel during court activity the week of July 19th. Walsh made a motion to grant Estes the use of three temporary access cards for that week of July 19th only. Simek seconded. Motion carried. Sheppard will contact the Clerk of Court's office to inform them

Treasurer Wonada Lematta joined the meeting at 9:45. County Coroner Perry Hoven joined the meeting at 10:00, as well as States Attorney Kim Radermacher and South Country Human Services Zone Director Michelle Masset who joined the meeting via electronic means.

Hoven spoke with the Commission concerning issues he experienced over the weekend involving an indigent or ward of the State. Discussion followed concerning how applications for general assistance are handled, with the change of Human Services and the new Human Service Zones. Hoven stated he was unable to speak with someone from the Human Services Zone over the weekend to get the approval for General Assistance. Masset stated the process has not changed and the application would have been reviewed once the zone had received it. As discussed, no family was able to be contacted in order to complete the application for assistance, if needed. Hoven stated that in order for the County Coroner to meet his requirements set by Century Code, the body needs to be either embalmed or cremated within 72 hours. Walsh made a motion to authorize the County Coroner, in the case of an indigent or ward of the county or state, to take the body to the nearest open cooler location and the county will guarantee the payment for those services if no other avenue of payment is available. Hokana seconded. Motion carried.

KLJ Engineer Brian Tykwinski joined the meeting via electronic means at 10:47. DES/911 Coordinator Charlie Russell, Highway Superintendent Jeff Hagen, and RDO Equipment Jeree Meyers joined the meeting at 10:55.

The meeting went into recess at 11:00 and returned at 11:10.

Lematta presented a request to cancel a check in the amount of \$144.19, which was issued in February 2019 to United Healthcare Shared Services. This request is based on requirements of Century Code 11-25.05. Hamar motioned to cancel the check. Simek seconded. Motion carried.

Walsh and Hamar updated the Commission on the lower-level construction project. Hamar stated the representative from Bradco Restoration Inc. concerning the steps at the south door that need to be repaired/replaced. After reviewing the steps and a discussion on what could be done, Bradco will get Dickey County a quote for the cost of the project, which would not be completed until 2022 at the earliest. Sheppard will research any grants the county could apply for the completion of this project.

Sheppard presented the cost of repairs of the walls in the storage area below the steps and the windows in the lower level. Discussion followed concerning the fact that the area beneath the steps was the storm shelter, not a storage area, at one time. Russell will look into the possibility of grant money to do the repairs in the area of the storm shelter.

Sheppard stated that the quote for the repair of the windows, if approved, will be based on time and material only and will not exceed the total of \$18,858.00. Based on the recommendation of the lower-level committee, Simek made a motion to approve the proposal to fix windows at a cost to not exceed \$18,858.00. Hokana seconded. Motion carried

Sheppard reviewed the e-mail received from Architect Kerry Peuser on the repair of the walls in the storage area below the steps. A quote to complete a portion of the repair in the amount of \$7,445

and a quote of \$10,148 to complete additional repairs were reviewed. Hokana made a motion to accept the quote of \$10,148. Simek seconded. Motion carried.

Sheppard requested permission to list the old doors from the lower level that will not be used in the project for sale. Commission stated to go ahead and get the doors sold.

Hamar informed the Commission on research he had completed on county property out at Pheasant Lake. A decision was made that a letter should go out to Pheasant Lake land owners as a reminder to not store any personal items on the county park property.

Meyers presented to the Commission a quote for the lease/purchase of two new road maintainers. Contracts on two of the maintainers will expire at the beginning of the year. With the shortage of computer chips, Meyers stated an order for new blades should be completed soon so that the maintainers will arrive on time. Walsh made a motion to accept the lease/purchase of the two new maintainers with RDO Equipment. Simek seconded. Motion carried.

Tykwinski updated the Commission on the status of the grade raise project on County Road #1 (7 miles north and 0.5 miles west of Oakes), which has been awarded to Border States, who are looking to start next week. Walsh made a motion to sign the contract with Border States for the project. Simek seconded. Motion carried.

Hagen presented the contract for the crossing surface rehab project on County Road #2 in Merricourt in the amount of \$72,490.05. County is responsible for 10% and federal pays 90%. Simek made a motion to sign the agreement. Hamar seconded. Motion carried.

Hagen updated the Commission on the price of culverts. The price has increased extensively but was told that an order Hagen had just placed would not be at the new price.

Commission reviewed the proposed budget schedule for the 2022 Budget. A decision was made to start the review process on the weeks of July 19th and July 26th.

Walsh motion to adjourn the meeting at 12:18.

Salaries 163,920.71 58526-58622

Monthly Expenses	Human Services	281.86	108556
			-
			108558
281 Repair LLC	Oil Change, And Filter, Oil- Ford Excursion	77.40	108559
Aramark	Rug Service- 1602197246	100.05	108560
Cole Paper	Bath Tissue, Prem Wht Towels	170.19	108561
Dickey County Leader	Legal April, Advertising display tax equalization	416.90	108562
Dickey County Hwy Dept	Fuel for Des Truck	151.08	108563
Dickey County Hwy Dept	Gasoline for law Enforcement Vehicle Maintain	811.21	108564
Dinger Danielle	Progressive AD Day, Consumer Making Cont.	64.40	108565
Innovative Office Solutions LLC	Envelope, Pen, Files	48.79	108566
LexisNexis Matthew Bender	Service Period	77.81	108567
Montana Dakota Utilities	Park Utilities	92.69	108568
ND Association of Counties	Leg Wrap up Reg, Wanda, Wonada, Deb	75.00	108569
Overpayment Refund	Overpayment Refund	29.63	108570
Q& N Corporation	Monthly Agreement, Mouse, Dropbox, Ran Cable, Micro. Office, Ink for Printer	2,855.97	108571
Q& N Corporation	State Hard drive, Seagate Nas Hard Drive, External Hard drive	866.10	108572
True Value	Chemical Tank, Liners, Cleaner, Towels	59.44	108573
Wertz Cary	Shipping Cost for Warranty slide	211.00	108574
Aramark	Rug Service- 1602197241	138.45	108575
Colonial Research	Cleaning Supplies	450.37	108576
Dakota Electronics	Repair Radio in Mower Tractor	144.00	108577

Economy Oil Co	Red Fuel for Hwy Dept	1,508.21	108578
Price Plumbing	Moved Water Meter	194.00	108579
Southeast Water Users	Utilities	50.52	108580
True Value	Towels Toilet Paper, Trimmer Line	99.13	108581
Ellendale County Club	Grant	2,500.00	108582
Amazon Capital Service	Tape for Label Maker	23.69	108583
Dakota Plains Credit	Balance Due on Credit Card- Missed Payment	105.27	108584
Union	balance Due on Credit Card- Missed Payment	103.27	100304
Kiser Breana	Safety Day, Professional level. Livestock ck	392.98	108585
Q& N Corporation	Idrive	104.25	108586
Gemar Justin	Mileage to Beaver dams	33.60	108587
JAC Predator & Large	Beaver Dam Removal	1,334.62	108588
Pest Control	Beaver Barriternovar	1,00 1.02	100500
Moore Engineering Inc	General, Permit, Yorktown Maple Drain 3, Pheasant	397.50	108589
	Lake Drain		
AT&T Mobility	Pio, Courthouse, Road, Weed Board, 911 Phone	693.21	108590
	Charges		
Ellendale City Auditor	Courthouse, Park, Hwy, Weed Board Utilities	594.75	108591
True Value	Blk Cabbies, tape, soap, blade, padlock, key,	329.65	108592
00.11.0	adapter, chip brush, weed preventer	207.02	400500
Q& N Corporation	Office 2019 Business	287.83	108593
Cities, Townships,	Cities, Townships, Schools	94,337.64	108594
Schools			108613
ND Public Employee	BCBS	48,984.48	108613
Retirement	BCB3	40,304.40	100014
ND Public Employee	life ins	580.71	108615
Retirement			
ND Public Employee	bcbs hd	7,141.40	108616
Retirement			
ND Public Employee	life ins hd	244.58	108617
Retirement	Autologica Collegia	70.52	400640
Community Volunteer Ems of LaMoure	Ambulance Collections	70.53	108618
Kulm Ambulance Corps	Ambulance Collections	264.48	108619
Inc.	Ambulance collections	204.40	100013
C/O Jennifer McDermid			
Edgeley Ambulance	Ambulance Collections	141.05	108620
Service			
Oakes Volunteer	Ambulance Collections	617.12	108621
Ambulance Services			
Ellendale City	Airport, Ambulance	775.07	108622
Oakes City	Airport	105.06	108623
Garrison Diversion	Collections	520.05	108624
James River Soil	Collections	774.57	108625
Conservation	Callastiana	077.04	10000
Ellendale Fire	Collections	877.84	108626
Oakes Fire	Collections	1,223.25	108627
Dickey County Senior	Collections	503.75	108628
Citizens Dickey County	Collections	125.91	108629
Historical	Conections	143.31	100073
State Treasurer	State Medical, Siren	3,004.82	108630
Dickey County	Clerk of Court Fees	350.00	108631
Treasurer			
Chads Electric Inc.	Basement Payment	44,779.00	108632
JDH Construction INC.	Basement Project Payment	95,505.68	108633
Mission Mechanical inc	Basement Project Payment	43,613.78	108634
ND Public Employee	Def Comp	962.50	108635
Retirement	'		

ND Public Employee	Def Comp HD	392.50	108636
Retirement			
Wex Health INC	Flex	803.33	108637
SD Division of Child Support	Garnish	450.00	108638
Minnesota Child Support Payment Center	Garnish	228.00	108639
Wex Health INC	Cancer	50.00	108640
Aramark	Courthouse Rug Service	69.09	108641
Arcasesearch Corporation	System Annual Fee July1,2021- July 30, 2022	1,299.00	108642
Balco Uniform	Pants, Trousers, Shirt, Flag emblems	157.43	108643
Central Business Systems INC	SS Half of Copier Payment	94.41	108644
Creative Product Source Inc	XL Black Synthetic Gloves	234.45	108645
Dakota Plains Credit Union	Gasoline for law Enforcement Vehicle	207.74	108646
Dakota Plains Credit Union	Office Chairs, Harvest Gardens- flowers, Name Plate	723.70	108647
Dickey County Leader	Tax equalization Meeting Notice	67.77	108648
Ecolab Pest Elimination Division	Pest Control SS Building	116.35	108649
Farnams Genuine Parts	Exactfitblad	27.98	108650
Farmers Union Oil Co	Vehicle Maintenance	102.26	108651
Fire Safety First LLC	Annual Main. And Certification	57.00	108652
HR Collaborative	Registration	50.00	108653
Information	Azure AD Plan 2, State Email, Active Directory User	918.40	108654
Technology	Fee, Wan Access, User Fee, Exchange email, VPN CL, Netmotion VPN Client, Mult. Authentication		
Innovative Office Solutions LLC	Batteries	58.32	108655
Kasi Holm	Mileage- Embroidery Creation, Project DAY	69.00	108656
Mertz Const & Supply	911 Lights	44.99	108657
Mission Mechanical inc	2 Portable Air Conditioners	1,029.85	108658
Postmaster Ellendale	Tax, Treasure, Clerk of Court, Records, Auditor, Social Services, Sheriff Office- Box Rental	604.00	108659
Q& N Corporation	Black toner, Monthly Service Agreement, MS Office 19 Business- Scott	2,423.21	108660
Steven Lust Automotive	Oil Change on Tahoe	54.46	108661
3D Specialties	Signs	4,329.84	108662
Agtegra Cooperative	Fuel for the Hwy, Kerosene	1,272.98	108663
Aramark	Rug Service	136.45	108664
Dakota Fluid power Inc	Cylinder Repair	676.00	108665
Dakota Improvement	Gravel Hauled on DC #3, Work on Bear Creek Road, Bid Job DC #3	53,823.40	108666
Dakota Plains Credit Union	Postage	110.00	108667
Dickey County Leader	AD in Paper for Road	91.00	108668
Ecolab Pest Elimination Division	Pest Control	92.18	108669
John Deere Financial	Mower Blades, Cutting ED	965.20	108670
Montana Dakota Utilities	Fullerton Shop Utilities	108.20	108671
Nelson International	Flap, Guard, Mud Flap	119.21	108672
Northland Drainage & Tile	Tile	116.96	108673

Ottertail Power Company- Fergus Falls	Oakes Garage Utilities	61.22	108674
Parts Supply INC	Oil, Filter	208.83	108675
Office of Attorney	24/7 Program	945.00	108676
General 1250	2 1/7 1 108.4111	3 13.00	100070
Pharmchem	Sweat Patch Analysis	314.05	108677
Stutsman Correctional Center	Held Prisoners	1,800.00	108678
Chads Electric Inc.	Installed Cat 6 Cables and ends	17,850.00	108679
Michael J Burns Architects LTD	Construction Administration	3,424.02	108680
RMK Operations LLC	Rent for Sheriff Office on Main	500.00	108681
Kiser Breana	Mileage 4-H Kits, Clover bud Project Day	699.86	108682
Leaf	Payment on Copier	114.00	108683
Dickey County Leader	Weed Spraying Notice	26.00	108684
Dickey County Hwy Dept	Gasoline for Weed Board	156.60	108685
Ellendale City Auditor	Sewer Thawing at the Weed Board Building	75.00	108686
Farnams Genuine Parts	ATF4	9.99	108687
Farmers Union Oil Co	Mini Bulb, Air Cleaner	42.28	108688
Fullerton Farmers	Chemical	1,840.00	108689
Elevator		,	
Hepper's	Oil Change on 2019 Polaris	84.83	108690
True Value	Towels, Tempo, Brake Cleaner, Nozzle	318.49	108691
Dickey Rural Networks	Dickey 911 Trunks	231.00	108692
ND Association of Counties	6% Wireless	447.26	108693
Dakota Plains Credit Union	Helping Youth Thrive supplies, canvas subscription charge, ag day, crop mange. School reg.	290.65	108694
Dakota Valley Electric Coop	Wilson's dam, Hwy Dept., Guelph Tower Utilities	247.00	108695
Dickey Rural Networks	Phone Bill	1,765.75	108696
Farmers Union Oil Co	Fuel for the park board, propane, fuel for the hwy dept.	3,283.69	108697
Human Services	Monthly Expenses	1,670.13	108698
			108704
Ohnstad Twichell pc	General, Finley Family LLLP Tile application, Robert Thorpe appl., Jeanna Thorpe Appl.	1,307.95	108705
Dickey County 4-H	4-H Award/ Expenses	2,500.00	108706
Council Dinger Danielle	District Comm. Arts- Mileage	46.00	108707
ND Public Employee	Retirement	20,180.40	108707
Retirement			
ND Public Employee	Retirement	3,140.75	108709
Retirement		1,062.50	108710
ND Public Employee Retirement	Def Comp	1,062.50	108/10
ND Public Employee Retirement	Def Comp HD	392.50	108711
Aflac	Cancer	2,822.28	108712
Delta Dental Plan of	Dental	2,399.60	108713
MN		,	
Ameritas Life Insurance Corp	Vision	486.04	108714
Wex Health INC	Flex	803.33	108715

SD Division of Child	Garnish	450.00	108716
Support			
Minnesota Child	Garnish	228.00	108717
Support Payment			
Center			
ND State Tax	ST W/H Taxes	4,346.13	108718
Commissioner			
Human Services	Monthly Expenses	7,314.85	108719
			-
			108727

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Marke Roberts, Chairman	\	Wanda Sheppard, Auditor