

Commissioners Proceedings

On June 20, 2017, at 8:30 a.m. the Board of Commissioners of Cavalier County, North Dakota, met at the Cavalier County Courthouse in regular session, with all members present. The commissioners began the meeting with the Pledge of Allegiance. Chairman Nick Moser called the meeting to order and proceeded as follows:

Elsie Magnus made a motion to approve the minutes with corrections as noted, seconded by David Zeis; motion carried. Elsie Magnus made a motion, seconded by Richard Ring to review and approve the following audit of claims; motion carried:

85656	LISA JACOBSON	\$75.00	TAX DIRECTOR
85657	MARK SCHNEIDER	\$75.00	TAX DIRECTOR
85658	CHAD HENDERSON	\$75.00	TAX DIRECTOR
85659	TOM VALENTINE	\$75.00	TAX DIRECTOR
85660	LISA BUCHWEITZ	\$75.00	TAX DIRECTOR
85672	NICK MOSER	\$146.59	COMMISSIONERS
85673	STANLEY DICK	\$39.06	COMMISSIONERS
85674	REARDON OFFICE EQUIPMENT	\$22.72	CLERK
85675	PREMIUM WATERS, INC.	\$20.25	CLERK
85676	LISA GELLNER	\$338.50	AUDITOR
85677	MAINSTAY SUITES	\$332.10	AUDITOR
85678	WEST PAYMENT CENTER	\$207.97	STATE'S ATTORNEY
85679	M. GAIL PEARSON	\$318.50	RECORDER
85680	US IMAGING	\$20,000.00	RECORDER
85681	VANGUARD APPRAISALS, INC	\$22,826.70	TAX DIRECTOR
85682	COUNTRY MEDIA, INC.	\$372.00	TAX DIRECTOR
85683	SHARON'S GREENHOUSE	\$718.39	GENERAL
85684	STATE INDUSTRIAL PRODUCTS	\$724.14	GENERAL
85685	MAILFINANCE	\$891.24	NON-DEPT
85686	KEVLOTT TESTING SERVICES	\$536.25	NON-DEPT
85687	NEOPOST USA INC	\$35.00	NON-DEPT
85688	OFFICE OF STATE TAX COMMISSIONER	\$115.73	NON-DEPT
85689	C & M HOME MARKETING	\$150.24	HR/F-M/VSO
85690	ND ASSOCIATION OF COUNTIES	\$135.00	CLERK/AUD/TREAS.
85691	OTTER TAIL POWER CO	\$2,177.08	GENERAL/R&B
85692	JODY M. GIRODAT	\$17.50	SHERIFF
85693	GREGORY FETSCH	\$140.55	SHERIFF
85694	AT&T MOBILITY	\$792.89	SHERIFF
85695	REARDON OFFICE EQUIPMENT	\$117.52	SHERIFF
85696	QUALITY SPECIALTY PRODUCTS & PRINTING	\$4.00	SHERIFF
85697	SENIOR MEALS AND SERVICES	\$168.00	SHERIFF
85698	JUSTICE MANAGEMENT CONSULTING, ASSOC.	\$2,066.80	SHERIFF
85699	MID-CONTINENT CABLE CO.	\$83.56	SHERIFF
85700	RELIANCE TELEPHONE INC	\$100.00	SHERIFF
85701	SPORTS & SHIRTS	\$65.00	SHERIFF
85702	UNIFORM CENTER	\$156.05	SHERIFF
85703	CAVALIER CO MEMORIAL HOSPITAL	\$505.80	SHERIFF
85704	PAUL PODHRADSKY	\$17.51	SHERIFF
85705	DAVID HECK	\$135.00	SHERIFF
85706	JACY BATA	\$135.00	SHERIFF

85707	HIGH POINT NETWORKS	\$82.50	SHERIFF
85708	GALLS, LLC	\$223.80	SHERIFF
85709	GREGORY FETSCH	\$59.95	SHERIFF
85710	PAUL PODHRADSKY	\$1,593.76	SHERIFF
85711	STORMSEEKER MILITARY SURPLUS	\$154.00	SHERIFF
85712	CARLA SYMONS	\$80.00	DISPATCHERS
85713	AWDIRECT	\$179.79	FARM - MARKET
85714	SWANSTON	\$68.93	FARM - MARKET
85715	NEWMAN SIGNS	\$1,070.15	ROAD & BRIDGE
85716	WITZEL CONSTRUCTION LLC	\$21,929.00	FARM - MARKET
85717	ERLING'S OIL, INC.	\$840.00	ROAD & BRIDGE
85718	BUTLER MACHINERY CO.	\$5,258.26	ROAD & BRIDGE
85719	SCHILL'S SHOP	\$140.00	ROAD & BRIDGE
85720	JOHN DEERE FINANCIAL	\$1,958.63	ROAD & BRIDGE
85721	LANGDON AMOCO	\$489.17	GENERAL/F-M/R&B/WEED
85722	KNIFE RIVER MATERIALS	\$72,202.84	ROAD & BRIDGE
85723	VERIZON WIRELESS	\$91.69	EMG MNGR
85724	MINN-KOTA COMMUNICATIONS, INC	\$662.65	E-911 PHONE EXCISE TAX
85725	NDC	\$128.03	E-911 PHONE EXCISE TAX
85726	KAREN KEMPERT	\$275.40	EMG MNGR
85727	MARGARET HILTNER	\$127.50	VSO
85728	MACINE A LUKACH	\$785.73	COUNTY AGENT
85729	REARDON OFFICE EQUIPMENT	\$31.99	COUNTY AGENT
85730	MACINE A LUKACH	\$194.58	COUNTY AGENT
85731	NDSU PESTICIDE PROGRAM - DEPT 7060	\$33.60	COUNTY AGENT
85732	ALLISON SCHMILL	\$201.90	COUNTY AGENT
85733	COUNTRY MEDIA, INC.	\$30.00	WEED CONTROL
85734	SIMPLOT GROWER SOLUTIONS	\$4,765.00	WEED CONTROL
85735	SUSAN K. (FETSCH) CROCKETT	\$50.89	SOCIAL SERVICES
85736	VISA	\$177.66	SOCIAL SERVICES
85737	OTTER TAIL POWER CO	\$311.55	SOCIAL SERVICES
85738	LANGDON CITY	\$109.35	SOCIAL SERVICES
85739	AMERIPRIDE	\$47.90	SOCIAL SERVICES
85740	INFORMATION TECHNOLOGY DEPT.	\$31.80	SOCIAL SERVICES
85741	PREMIUM WATERS, INC.	\$13.50	SOCIAL SERVICES
85742	LANGDON SWIMMING POOL	\$350.00	SOCIAL SERVICES
85743	LANGDON AMOCO	\$200.00	SOCIAL SERVICES
85744	VALLEY ORAL & FACIAL SURGERY	\$2,160.00	SOCIAL SERVICES

Scott Stewart, State's Attorney, met with the commissioners and presented a Commission Resolution for victim fees for approval. Stewart explained that HB 1003 amended NDCC 27-01-10 to require the county to pass a resolution authorizing district judges to impose a victim fee, which Cavalier County has already been imposing. These fees are being allocated to the Domestic Violence and Abuse Center for the victim advocate in Cavalier County. HB 1003 requires the county to help fund improvements to the Statewide Automated Victim Information and Notification Program (SAVIN) as a result of Marsy's Law being implemented. The victim fee was recommended to cover the improvements. **Elsie Magnus made a motion to approve the Commission Resolution for victim fees, seconded by David Zeis, motion carried.**

The commissioners discussed the Domestic Violence and Abuse Center contribution that has previously been in the Social Services budget. This expense will not be covered with the State funding Social Services, requiring the county to levy it under a different budget. **David Zeis made a motion, seconded by Richard Ring, to put the contribution to the Domestic Violence and Abuse Center in the State's Attorney budget, motion carried.**

The cost for improvements to SAVIN were discussed. **Richard Ring made a motion, seconded by Stanley Dick, to budget the cost from the State's Attorney budget, motion carried.**

Pam Lafrenz, Tax Director, met with the commissioners and stated Vanguard would not be coming in to do an update. Lafrenz stated Vanguard had two residential assessors in Langdon City and two commercial assessors working on assessments. There was discussion on whether or not Vanguard would put door hangers on the residences in the cities if nobody was home at the time of assessment. Lafrenz stated she would make door hangers for them to hang if they are willing to do so, and Nick Moser stated he would contact Bob Ehler at Vanguard.

Lafrenz also asked the commissioners whether or not the Soils Committee would get paid for their meetings in 2016. **David Zeis made a motion, seconded by Elsie Magnus, to pay the Soils Committee \$40/meeting for meetings in 2016, with no mileage being paid, motion carried.** Lafrenz was instructed to do vouchers for the committee members that attended meetings in 2016, and any mileage that had been paid previously would be converted to a flat fee of \$40/meeting.

Terry Johnston, Road Supervisor, met with the commissioners and reviewed the progress on the current road projects. There was discussion about putting shale in soft spots on county roads. It was decided to use the remaining CD funds in County General to pay for the shale until we know if there will be a federal FEMA declaration. Possible repairs to the Sarles motor grader and the Langdon plow truck were discussed. There was discussion on possibly consolidating districts for the snow plows and motor graders in the future.

There was discussion on insuring the snow plows separately from the plow trucks and motor graders so they will be covered by insurance when they are removed from the trucks/motor graders. It was decided to only list the plows separately for the three newest plow trucks (Sarles, Vang, and Osnabrock).

David Zeis made a motion, seconded by Richard Ring, to approve one-year Beer and Liquor Licenses for Pembina Gorge Foundation, dba Frost Fire Mountain, motion carried. Elsie Magnus recused herself due to being a board member for the Pembina Gorge Foundation.

Vicki Kubat, Recorder, presented her 2018 budget. Kubat reported that Stage 1 - Phase 1-5 for digitizing documents with US Imaging was billed at less than originally quoted. Loan quotes were received from two local banks for financing US Imaging project. **Elsie Magnus made a motion, seconded by Stanley Dick to finance the project in January 2018 with Farmers and Merchants State Bank at 1.95% for 3 years, motion carried.**

Cindy Stremick, Treasurer, presented her 2018 budget and reviewed the following security of pledges: Choice Financial – balance of \$8,034,893.00, with Choice Financial Pledge Pool of public funds in the amount of \$90,000,000.00; Farmers and Merchants State Bank – balance of \$1,187,640.00, with security of pledges for \$4,117,255.00, and Bank of North Dakota balance of \$39,669.00, which is covered under the \$250,000.00 FDIC insurance. **Richard Ring made a motion to approve security of pledges, David Zeis, motion carried.**

Clay Smaaladen, Butler, met with the commissioners and discussed the progress with insurance and repairs needed on the Sarles plow truck.

Stanley Dick made a motion, seconded by Elsie Magnus, to transfer \$1,340.00 from Road and Bridge Fund to Road and Bridge Equipment Fund, motion carried.

Tom Valentine met with the commissioners and discussed changes that would be implemented for 2018 assessments. The commissioners reiterated that the only changes made to Ag land for 2017 was the modifiers being taken off. There was discussion on South Olga Township and the fact that the township had put a 15% cap on some of the increases due to modifiers being taken off, which was not addressed at the county equalization meeting. It was decided that Lisa Gellner, Auditor, would send omitted tax notices out to the landowners that had the cap put on, informing them of the correct values that will be put on their parcels.

Mark Schneider, Soils Committee, met with the commissioners and suggested that the certified assessors take over for the Soils Committee being they have taken the assessor training. The commissioners stated they thought it was a good mix of members with some assessors already on the committee. The Soils Committee was encouraged to have better communication between all the members in the future.

Lisa Gellner, Auditor, explained the need to secure the county's network, as proposed by NRG, at an estimated cost of \$5,000, and look into IT to maintain the security on the network. There were options discussed to contract with NRG or Jamie Nelson from Oakes, ND. **Elsie Magnus made a motion to move forward to get proposals from both Jamie Nelson and NRG, seconded by David Zeis, motion carried.**

Richard Ring made a motion to have NRG move forward with the \$5,000 project to secure the county's network, seconded by Stanley Dick. Elsie Magnus amended the motion to have NRG move forward with the \$5,000 project to secure the county's network, as recommended state-wide, seconded by Stanley Dick, motion carried.

Vicki Kubat asked the commissioners if they had made a decision on closing the county offices on July 3rd. The commissioners stated they were going to follow the recommendation they received from HR not to close the county offices, but stated the offices could close if the employees wanted to use vacation time and a notice be placed in the newspaper listing the offices that would be closed. It was decided that the closures for upcoming training/meetings would also be included in the newspaper ad.

A letter from Moore Engineering, Inc. was reviewed with a map of proposed water, sanitary, and storm sewer improvements in Langdon City. **David Zeis made a motion, seconded by Stanley Dick, to approve a letter to Langdon City stating the county has no conflicts with the plan, motion carried.**

At 12:45 p.m., Elsie Magnus made a motion to adjourn the meeting, seconded by Richard Ring; motion carried.

*Board of Commissioners
Cavalier County, North Dakota*

Nick Moser - Chairman

Stanley Dick - Vice Chairman

Richard Ring

David Zeis

Elsie Magnus

Attest: Lisa Gellner - Auditor