

## Commissioners Proceedings

On January 4, 2018 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 Stanley Dick called the meeting to order and proceeded as follows:

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

87023	FARMERS & MERCHANTS STATE BANK	\$724.48	TAX DIRECTOR
87025	SOFTWARE INNOVATIONS	\$850.00	AUDITOR
87027	ND STATE TAX COMMISSIONER	\$4,105.78	STATE TAXES
87029	DENNIS MIKKELSEN ABATEMENT	\$476.42	ABATEMENT
87030	LORNE & JUDY TETRAULT	\$431.48	ABATEMENT
87031	SOFTWARE INNOVATIONS	\$8,700.00	AUDITOR
87032	LANGDON DAY CARE CENTER	\$1,898.07	SOCIAL SERVICES
87033	SIGN IT	\$317.00	AUDITOR
87037	NICK MOSER	\$150.38	COMMISSIONERS
87038	M. GAIL PEARSON	\$65.00	CLERK
87039	ANITA BEAUCHAMP	\$71.69	CLERK
87040	SIDWELL	\$7,890.00	TAX DIRECTOR
87041	AMERICAN LEGION POST 98	\$60.00	GENERAL
87042	JOSH PLUMMER	\$1,017.00	GENERAL
87043	MID AMERICAN RESEARCH CHEMICAL	\$1,046.25	GENERAL
87044	JOLENE HALLDORSON-ULLYOTT	\$756.00	NON-DEPT
87045	UNITED COMMUNICATIONS	\$1,255.69	GENERAL
87046	VERIZON WIRELESS	\$203.56	GENERAL/HR/R&B/WEED
87047	LANGDON HARDWARE & RENTAL	\$112.43	GENERAL/SHERIFF/R&B
87048	ADVANCED BUSINESS METHODS	\$656.83	CLERK/AUD/RECORD/F-M
87049	CARQUEST OF LANGDON	\$355.61	SHERIFF/R&B
87050	COMPUTER EXPRESS	\$3,754.00	GENERAL/ST. ATTY
87051	AT&T MOBILITY	\$635.71	SHERIFF
87052	BUD'S SERVICE PRODUCTS	\$190.00	SHERIFF
87053	MOCIC	\$100.00	SHERIFF
87054	SPORTS & SHIRTS	\$150.00	DISPATCHERS
87055	BOB BARKER COMPANY, INC.	\$95.52	SHERIFF
87056	US FOODS, INC.	\$48.43	SHERIFF
87057	BALCO UNIFORM CO. INC.	\$129.00	SHERIFF
87058	D & B MOTORS	\$17.42	SHERIFF
87059	ADVANCED BUSINESS METHODS	\$235.00	SHERIFF
87060	WALSH CO SHERIFF'S DEPT	\$102.60	SHERIFF
87061	INTOXIMETERS, INC	\$305.00	SHERIFF
87062	CAVALIER COUNTY AUDITOR	\$9.43	EMG MNGR
87063	NORTHEAST REGIONAL WATER	\$55.00	ROAD & BRIDGE
87064	WALHALLA BUILDING CENTER	\$49.99	ROAD & BRIDGE

87065	FISCHER LAND SURVEYING	\$1,000.00	ROAD & BRIDGE
87066	CLARK CONSTRUCTION	\$1,254.50	FARM - MARKET
87067	CLOSE CONSTRUCTION	\$200.22	FARM - MARKET
87068	CLYDE FARM SERVICE & SUPPLY	\$48.00	ROAD & BRIDGE
87069	WALHALLA COOP OIL CO.	\$44.94	ROAD & BRIDGE
87070	LANGDON AMOCO	\$207.86	GENERAL/F-M/R&B
87071	JOHN DEERE FINANCIAL	\$2,849.99	ROAD & BRIDGE
87072	MAC'S INC.	\$178.75	ROAD & BRIDGE
87073	RDO TRUST ACCOUNT #80-5800	\$102.76	ROAD & BRIDGE
87074	KADRMAS, LEE, & JACKSON INC.	\$11,362.84	ROAD & BRIDGE
87075	ND DEPT. OF TRANSPORTATION	\$6,930.16	ROAD & BRIDGE
87076	UNITED COMMUNICATIONS	\$49.51	EMG MNGR
87077	POLAR COMMUNICATIONS	\$373.70	E-911 EXCISE TAX
87078	UNITED COMMUNICATIONS	\$191.26	E-911 EXCISE TAX
87079	ND STATE RADIO COMMUNICATIONS	\$377.74	E-911 EXCISE TAX
87080	CLAIR MOEN	\$60.00	VSO
87081	CLAIR MOEN	\$75.00	VSO
87082	CLAIR MOEN	\$93.75	VSO
87083	CLAIR MOEN	\$78.75	VSO
87084	CLAIR MOEN	\$48.75	VSO
87085	CLAIR MOEN	\$67.50	VSO
87086	MACINE A LUKACH	\$143.38	COUNTY AGENT
87087	UNITED COMMUNICATIONS	\$59.13	COUNTY AGENT
87088	ANITHA CHIRUMAMILLA	\$100.00	COUNTY AGENT
87089	NDSU - DEPT 3110	\$88.00	COUNTY AGENT
87090	REARDON OFFICE EQUIPMENT	\$21.98	COUNTY AGENT
87091	LEEVEERS FOODS	\$28.07	COUNTY AGENT
87092	CAVALIER COUNTY AUDITOR	\$55.04	WEED CONTROL
87093	DAN'S TRUCK & CAR WASH	\$25.67	WEED CONTROL
87094	AMERIPRIDE	\$55.09	SOCIAL SERVICES
87095	JOSH PLUMMER	\$520.00	SOCIAL SERVICES
87096	JAN F. STEIN	\$2,000.00	SOCIAL SERVICES
87097	ADVANCED BUSINESS METHODS	\$233.15	SOCIAL SERVICES

Terry Johnston, Road Supervisor, met with the commissioners. Johnston gave the commissioners a preliminary engineering contract from KLJ to be signed for the upcoming gravel project. A map for ND DOT traffic counters was filled out by each commissioner. There was discussion on maintenance of culverts installed to replace bridges on township roads. It was decided that any future replacements would require the township to sign an agreement to maintain the culverts being installed.

Johnston informed the commissioners that the Water Board has made a recommendation to replace three rusted out culverts on County 12 south of Wales. The county would pay 40% and the Water Board would pay 60% for the cost of the project. **Based on the Water Board's recommendation, Nick Moser made a motion to replace the culverts, seconded by Richard Ring, motion carried.**

It was also discussed that Cavalier County door signs needed to be installed on the Osnabrock and Vang snowplow trucks.

At 9:30 a.m. Elsie Magnus made a motion to recess the commission meeting for an abatement hearing, seconded by David Zeis, motion carried. At approximately 10:00 a.m. Elsie Magnus made a motion to reconvene the commission meeting, seconded by David Zeis, motion carried.

Jolene Ulliyott, contracted HR, met with the commissioners to present a revised shared leave policy. Various changes were requested by the commissioners and Ulliyott was asked to have all employees review the policy once the changes were made for any input they may have. It was decided to review the policy again on January 16 or January 30.

Timesheets for 2017 were discussed. The commissioners asked Ulliyott to do some training on timekeeping at the next quarterly employee training/team building.

Karen Kempert, Emergency Manager/911 Coordinator, met with the commissioners and reviewed a Memorandum of Understanding with them from the ND Information Technology Department, which outlines the agreement on the use of the county's radio frequencies for the statewide interoperability radio network (SIRN). **David Zeis made a motion to sign the Memorandum of Understanding, seconded by Elsie Magnus, motion carried.**

Kempert also discussed the current 911 fee of \$1/phone line, and stated the commission may want to consider putting it on the ballot to increase the fee to \$1.50. Kempert explained that the state also has \$.50 on for the SIRN project, so the total would then be \$2/phone line.

**David Zeis made a motion, seconded by Richard Ring, to transfer \$1,566.00 from Vanguard Receivables Fund to County General Fund, motion carried. Nick Moser made a motion, seconded by Richard Ring, to transfer \$2,109.35 from Road and Bridge Fund to Road and Bridge Excess Levy Fund, motion carried. Elsie Magnus made a motion, seconded by David Zeis, to transfer \$210.93 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, motion carried. Richard Ring made a motion, seconded by Nick Moser, to transfer \$5,184.50 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, motion carried. David Zeis made a motion, seconded by Elsie Magnus, to transfer \$59,488.53 from County Poor Fund to Social Welfare Fund, motion carried. Nick Moser made a motion, seconded by Richard Ring, to transfer \$3,622.52 from E-911 Excise Tax Fund to County General Fund, motion carried. Elsie Magnus made a motion, seconded by David Zeis, to transfer \$254,533.78 from E-911 Landline Fund to E-911 Cell Fund, motion carried (transfer was to combine E-911 funds).**

The commissioners discussed the potential insurance claim for the water pipe that broke at the Library. Based on the estimated amount of damage, it was decided to proceed with filing a claim.

Pam Lafrenz, Tax Director, and Stephanie Bata, Deputy Tax Director, met with the commissioners and discussed the filing requirements for farm exemptions. It was decided that

the farmers would be required to apply for the exemption annually. Lafrenz also informed the commissioners that Sidwell would be able to update to 2017 aerial imaging, with a setup fee of \$900. **David Zeis made a motion to approve the Sidwell \$900 aerial imaging setup fee, seconded by Nick Moser, motion carried.**

At 11:45 a.m., Richard Ring made a motion to adjourn the meeting, seconded by Elsie Magnus; motion carried.

*Board of Commissioners  
Cavalier County, North Dakota*

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Stanley Dick - Chairman

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David Zeis - Vice Chairman

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Richard Ring

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Elsie Magnus

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Nick Moser

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Attest: Lisa Gellner - Auditor