

Commissioners Proceedings

On December 19, 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 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 Nick Moser to review and approve the following audit of claims; motion carried:

86918	ELSIE MAGNUS	\$71.16	COMMISSIONERS
86919	RICHARD RING	\$37.98	COMMISSIONERS
86920	STANLEY DICK	\$89.88	COMMISSIONERS
86921	SPORTS AWARDS COMPANY	\$95.50	AUDITOR
86922	US BANK	\$14.99	AUDITOR
86923	BUSINESS ESSENTIALS	\$1,300.00	TREASURER
86924	QUALITY SPECIALTY PRODUCTS & PRINTING	\$1,100.00	TREASURER
86925	C & M HOME MARKETING	\$47.60	STATE'S ATTORNEY
86926	BUSINESS ESSENTIALS	\$1,500.00	RECORDER
86927	TYLER TECHNOLOGIES, INC.	\$3,303.23	RECORDER
86928	NACCTFO	\$75.00	TAX DIRECTOR
86929	IAAO	\$190.00	TAX DIRECTOR
86930	QUALITY SPECIALTY PRODUCTS & PRINTING	\$244.90	TAX DIRECTOR
86931	REARDON OFFICE EQUIPMENT	\$1,157.18	TAX DIRECTOR
86932	VANGUARD APPRAISALS, INC	\$1,566.00	TAX DIRECTOR
86933	MAILFINANCE	\$891.24	GENERAL
86934	NEOPOST GREAT PLAINS	\$140.00	GENERAL
86935	TOTAL FUNDS BY HASLER	\$2,000.00	GENERAL
86936	PREMIUM WATERS, INC.	\$69.50	GENERAL
86937	OTTER TAIL POWER CO	\$2,548.12	GENERAL/R&B
86938	MONTANA-DAKOTA UTILITIES	\$1,818.42	GENERAL/SHERIFF/R&B
86939	UNITED COMMUNICATIONS	\$1,314.87	GENERAL
86940	INFORMATION TECHNOLOGY DEPT.	\$3,506.53	GENERAL
86941	KEVIN FINNISON	\$57.50	SHERIFF
86942	LEXIPOL, LLC	\$2,723.00	SHERIFF
86943	SPORTS & SHIRTS	\$105.00	DISPATCHERS
86944	CHRISTIE MOTOR SALES, INC.	\$278.98	SHERIFF
86945	MID-CONTINENT CABLE CO.	\$83.55	SHERIFF
86946	BALCO UNIFORM CO. INC.	\$16.72	SHERIFF
86947	ALLIED 100	\$75.61	SHERIFF
86948	PREMIUM WATERS, INC.	\$32.00	DISPATCHERS
86949	CODE 4 SERVICES LLC	\$192.94	SHERIFF
86950	MIDWEST	\$1,587.00	SHERIFF
86951	INTOXIMETERS, INC	\$90.00	SHERIFF

86952	CAVALIER RURAL ELECTRIC CO-OP.	\$82.01	ROAD & BRIDGE
86953	MUNICH ELEVATOR & OIL CO.	\$3,450.94	ROAD & BRIDGE
86954	ON THE RUN SERVICE	\$94.95	ROAD & BRIDGE
86955	ON THE RUN SERVICE	\$173.93	ROAD & BRIDGE
86956	RICHARD'S WELDING, INC.	\$755.00	ROAD & BRIDGE
86957	STEIN AUTO BODY, INC.	\$1,930.68	ROAD & BRIDGE
86958	KNIFE RIVER MATERIALS	\$38,650.10	ROAD & BRIDGE
86959	BUTLER MACHINERY CO.	\$60,232.13	ROAD & BRIDGE
86960	KAREN KEMPERT	\$275.40	EMG MNGR
86961	QUALITY INN	\$150.66	EMG MNGR
86962	VERIZON WIRELESS	\$470.25	EMG MNGR
86963	NDTC	\$128.03	E-911 EXCISE TAX
86964	STONE'S MOBILE RADIO, INC.	\$62.90	E-911 EXCISE TAX
86965	CLAIR MOEN	\$86.25	VSO
86966	CLAIR MOEN	\$90.00	VSO
86967	CLAIR MOEN	\$15.00	VSO
86968	MACINE A LUKACH	\$519.95	COUNTY AGENT
86969	UNITED COMMUNICATIONS	\$68.34	COUNTY AGENT
86970	CAVALIER COUNTY AUDITOR	\$1,570.12	COUNTY AGENT
86971	XEROX CORPORATION	\$253.21	COUNTY AGENT
86972	REARDON OFFICE EQUIPMENT	\$389.00	COUNTY AGENT
86973	REARDON OFFICE EQUIPMENT	\$1,937.40	COUNTY AGENT
86974	MACINE A LUKACH	\$10.34	COUNTY AGENT
86975	CARRINGTON RESEARCH EXTENSION CENTER	\$50.00	WEED CONTROL
86976	ALLEN KINGZETT	\$115.00	WEED CONTROL
86977	GREG HOFFMAN	\$115.00	WEED CONTROL
86978	KYLE BROWN	\$115.00	WEED CONTROL
86979	MARK SCHNEIDER	\$115.00	WEED CONTROL
86980	ROBERT GILSETH	\$115.00	WEED CONTROL
86981	STEVE RATZLAFF	\$115.00	WEED CONTROL
86982	VON CHRISTIANSON	\$115.00	WEED CONTROL
86983	NORTH DAKOTA WQEED CONTROL ASSC.	\$735.00	WEED CONTROL
86984	DAVID J. ZEIS	\$85.00	SOCIAL SERVICES
86985	RICHARD FLANDERS	\$85.00	SOCIAL SERVICES
86986	TED DAHL	\$85.00	SOCIAL SERVICES
86987	VERA MCINTOSH	\$85.00	SOCIAL SERVICES
86988	STATEWIDE SERVICES INC	\$1,064.00	SOCIAL SERVICES
86989	LINDA GEISEN	\$101.78	SOCIAL SERVICES
86990	MELODY KING	\$85.13	SOCIAL SERVICES
86991	SUSAN K. (FETSCH) CROCKETT	\$40.39	SOCIAL SERVICES
86992	OTTER TAIL POWER CO	\$695.35	SOCIAL SERVICES
86993	LANGDON CITY	\$193.85	SOCIAL SERVICES
86994	JS VENDING INC.	\$111.77	SOCIAL SERVICES
86995	LEEVERS FOODS	\$35.58	SOCIAL SERVICES
86996	QUALITY SPECIALTY PRODUCTS & PRINTING	\$391.90	SOCIAL SERVICES
86997	QUILL CORPORATION	\$151.22	SOCIAL SERVICES

86998	SCHROEDER FURNITURE	\$128.00	SOCIAL SERVICES
86999	INFORMATION TECHNOLOGY DEPT.	\$31.80	SOCIAL SERVICES
87000	PREMIUM WATERS, INC.	\$105.75	SOCIAL SERVICES
87001	READY TALK	\$4.32	SOCIAL SERVICES
87002	ADVANCED BUSINESS METHODS	\$88.07	SOCIAL SERVICES
87003	BUSINESS ESSENTIALS	\$1,493.00	SOCIAL SERVICES
87004	FARMERS UNION OIL CO	\$200.00	SOCIAL SERVICES
87005	LANGDON AMOCO	\$200.00	SOCIAL SERVICES
87006	LANGDON AREA SCHOOL DIST # 23	\$100.00	SOCIAL SERVICES
87007	SHOPKO	\$100.00	SOCIAL SERVICES
87008	ASKEW FUNERAL HOMES	\$2,500.00	SOCIAL SERVICES
87009	DAN LIVINGOOD	\$713.60	SOCIAL SERVICES
87010	DOMESTIC VIOLENCE & ABUSE CENTER	\$6,000.00	SOCIAL SERVICES
87011	VISA	\$2,273.00	SOCIAL SERVICES
87012	PEMBINA COUNTY SOCIAL SERVICES	\$13,620.94	SOCIAL SERVICES

David Zeis made a motion, seconded by Richard Ring, to transfer \$4,900.00 from County General Fund to Road and Bridge Fund, motion carried.

Nick Moser made a motion, seconded by Elsie Magnus, to appoint Shane Peterson to the Cavalier County Planning and Zoning Board, motion carried.

Terry Johnston, Road Supervisor, and Jon Markusen, KLJ, met with the commissioners and reviewed upcoming road projects. **Nick Moser made a motion, seconded by Richard Ring, to have KLJ bid a 14-mile gravel project on County 32, motion carried.** Johnston visited with the commissioners regarding a letter he received from DOT regarding traffic counters for 2018. The commissioners decided to discuss location of the counters at the next meeting. There was discussion on a maintenance agreement for the culverts that have been installed in Langdon Township.

Nick Moser made a motion, seconded by David Zeis, to accept a bid from Todd Gette in the amount of \$1,501 for the 1988 Ford Truck motion carried. Nick Moser made a motion, seconded by Elsie Magnus, to accept the high bid in the amount of \$1500.00 from Eugene Heck for the 2008 Crown Victoria, motion carried.

Elsie Magnus made a motion, seconded by Richard Ring, to appoint the following to the Job Development Authority Board: Todd Borchardt, Naeem Kalwar, Cody Schlittenhard, Bill Mack, Daren Christianson, Susan Fay Crockett, Patrick Rime (new board member), and Clint Esckilsen (new board member), motion carried.

Pam Lafrenz, Tax Director, and Stephanie Bata, Deputy Tax Director, met with the commissioners and informed them that Vanguard would be turning over the reassessment values in January and they would set up a meeting for the commissioners to review the information. They informed the commissioners that the taxpayers would receive notice of their values and

would have opportunity to schedule hearings with Vanguard in February or March. They following up later in the meeting with an updated timeline for the hearings.

Stanley Dick addressed the options for relocating the Tax Director office and stated that the NDSU Extension office would not be able to move to the NDSU Research Center. Dick encouraged Lafrenz to move the Tax Director office to the two offices in the east wing of the courthouse, but stated he would leave it up to her to decide. Lafrenz stated she would let the commission know what she decides.

David Zeis made a motion, seconded by Richard Ring, to continue with one precinct for the 2018 elections, with one polling place located in the courthouse, motion carried.

Jolene Ullyott, HR, met with the commissioners to present a shared leave policy which would allow employees to donate vacation and sick time to a bank, and apply to receive time from the bank in extreme situations of need. The commissioners stated they were not in favor of employees donating sick time, and suggested that Ullyott put something together that would allow donations to be given in a case by case basis. The commissioners visited with Ullyott regarding the timeline on the salary comparisons. Ullyott stated she hoped to complete them by the end of February.

There was discussion on whether or not the county would be paying for DOT physicals for the snowplow drivers that are required to have a Class B driver's license. It was decided that the county will not.

At 10:50 a.m. Elsie Magnus made a motion, seconded by Richard Ring, to recess for abatement hearings, motion carried. At 11:00 a.m. Nick Moser made a motion to close the abatement hearing, seconded by Richard Ring, motion carried. Elsie Magnus made a motion to reconvene the commission meeting, seconded by David Zeis, motion carried.

Casey Anderson, ND Game and Fish Department, met with the commissioners regarding a possible land acquisition in Hope Township. Anderson stated there would be notice published in the Cavalier County Republican, as well as notices sent out to surrounding landowners.

At 11:50 a.m., Richard Ring made a motion to adjourn the meeting, seconded by David Zeis; motion carried. At 11:55 a.m. David Zeis made a motion to reconvene the meeting, seconded by Richard Ring, motion carried.

Pam Lafrenz, Tax Director, and Stephanie Bata, Deputy Tax Director, met with the commissioners with an updated schedule for the Vanguard reassessment notices. After visiting with Vanguard, Bata stated the notices would go out to the taxpayers by the middle of March, at which time there will also be access to a website with all the values, parcel information, and comparable sales for the public to access. Taxpayers will have opportunity to schedule hearings with Vanguard at that time, if they so choose.

At 12:07 p.m., Elsie Magnus made a motion to adjourn the meeting, seconded by Richard Ring; motion carried.

*Board of Commissioners
Cavalier County, North Dakota*

Stanley Dick - Chairman

David Zeis - Vice Chairman

Richard Ring

Elsie Magnus

Nick Moser

Attest: Lisa Gellner - Auditor