

## Commissioners Proceedings

On April 3, 2018, 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:

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

87758	HR COLLABORATIVE	\$1,000.00	COMMISH/AUD
87774	NICK MOSER	\$111.18	COMMISSIONERS
87775	LISA GELLNER	\$313.41	AUDITOR
87776	BISMARCK RAMKOTA HOTEL	\$99.00	AUDITOR
87777	LISA BUCHWEITZ	\$75.00	TAX DIRECTOR
87778	LISA JACOBSON	\$75.00	TAX DIRECTOR
87779	TIM KINGZETT	\$75.00	TAX DIRECTOR
87780	CHAD HENDERSON	\$75.00	TAX DIRECTOR
87781	MARK SCHNEIDER	\$75.00	TAX DIRECTOR
87782	PAM LAFRENZ	\$45.00	TAX DIRECTOR
87783	VANGUARD APPRAISALS, INC	\$44,249.00	TAX DIRECTOR
87784	SIDWELL	\$1,020.00	TAX DIRECTOR
87785	FARMERS & MERCHANTS STATE BANK	\$11,345.69	RECORDER
87786	JOSH PLUMMER	\$1,044.00	GENERAL
87787	BUSINESS ESSENTIALS	\$274.21	ELECTIONS
87788	MONTANA-DAKOTA UTILITIES	\$2,026.63	GENERAL/SHERIFF/R&B
87789	LANGDON CITY	\$326.81	GENERAL/R&B
87790	VERIZON WIRELESS	\$203.72	GENERAL/HR/R&B/WEED
87791	CAVALIER COUNTY AUDITOR	\$98.26	EMG MNGR/VSO
87792	ADVANCED BUSINESS METHODS	\$656.76	CLERK/AUD/RECORD/F-M
87793	MATTHEW-BENDER & CO. INC.	\$234.00	COMMISH/CLERK/ST ATTY/SHERIFF
87794	LANGDON AMOCO	\$307.25	GENERAL/F-M/R&B
87795	CARQUEST OF LANGDON	\$14.10	SHERIFF/R&B
87796	LANGDON HARDWARE & RENTAL	\$97.63	GENERAL/SHERIFF/R&B
87797	AT&T MOBILITY	\$696.74	SHERIFF
87798	QUALITY SPECIALTY PRODUCTS & PRINTING	\$213.59	SHERIFF
87799	KEVIN FINNISON	\$52.00	SHERIFF
87800	ALTRU HEALTH SYSTEM	\$190.00	SHERIFF/DISPATCH
87801	MOSTAD INSURANCE SERVICES	\$50.00	DISPATCHERS
87802	SECRETARY OF STATE	\$36.00	DISPATCHERS
87803	CHRISTIE MOTOR SALES, INC.	\$1,621.31	SHERIFF
87804	SENIOR MEALS AND SERVICES	\$42.00	SHERIFF
87805	US FOODS, INC.	\$44.20	SHERIFF
87806	UNIFORM CENTER	\$149.98	SHERIFF
87807	GALLS, LLC	\$572.01	SHERIFF
87808	D & B MOTORS	\$221.00	SHERIFF
87809	ADVANCED BUSINESS METHODS	\$235.00	SHERIFF
87810	NORTHEAST REGIONAL WATER	\$55.00	ROAD & BRIDGE

87811	WITZEL CONSTRUCTION LLC	\$1,625.00	GENERAL/R&B
87812	NEWMAN SIGNS	\$370.00	ROAD & BRIDGE
87813	WALHALLA COOP OIL CO.	\$88.24	ROAD & BRIDGE
87814	DAHL TRUCK & AUTO	\$79.75	ROAD & BRIDGE
87815	H. E. EVERSON CO	\$102.53	ROAD & BRIDGE
87816	MAC'S INC.	\$277.60	ROAD & BRIDGE
87817	D & B MOTORS	\$33.22	ROAD & BRIDGE
87818	SNOW WHEEL SYSTEM, INC	\$144.79	ROAD & BRIDGE
87819	STEIN AUTO BODY, INC.	\$716.16	ROAD & BRIDGE
87820	KADRMAS, LEE, & JACKSON INC.	\$12,930.52	ROAD & BRIDGE
87821	UNITED COMMUNICATIONS	\$55.48	EMG MNGR
87822	POLAR COMMUNICATIONS	\$373.70	E-911 EXCISE TAX
87823	UNITED COMMUNICATIONS	\$189.58	E-911 EXCISE TAX
87824	HEARTLAND CONSULTING GROUP, LLC	\$3,360.00	EMG MNGR
87825	QUALITY INN	\$167.40	EMG MNGR
87826	QUALITY INN	\$83.70	VSO
87827	LANGDON AMOCO	\$154.24	VSO
87828	LANGDON AMOCO	\$23.00	VSO
87829	CLAIR MOEN	\$152.25	VSO
87830	CLAIR MOEN	\$60.00	VSO
87831	CLAIR MOEN	\$156.00	VSO
87832	CURTIS STEINOLFSON	\$90.00	VSO
87833	CURTIS STEINOLFSON	\$143.17	VSO
87834	ELIZABETH CRONIN	\$100.00	COUNTY AGENT
87835	BARB BOESL	\$50.00	COUNTY AGENT
87836	MACINE A LUKACH	\$333.74	COUNTY AGENT
87837	ND CENTER FOR 4-H YOUTH DEVELOPMENT	\$264.00	COUNTY AGENT
87838	TERRI GUSTAFSON	\$50.00	COUNTY AGENT
87839	LANGDON HARDWARE & RENTAL	\$13.93	WEED CONTROL
87840	AG TERRA TECHNOLOGIES	\$4,140.00	WEED CONTROL
87841	COMPUTER EXPRESS	\$2,595.70	WEED CONTROL
87842	DAVID J. ZEIS	\$85.00	SOCIAL SERVICES
87843	RICHARD FLANDERS	\$85.00	SOCIAL SERVICES
87844	STANLEY DICK	\$85.00	SOCIAL SERVICES
87845	TED DAHL	\$85.00	SOCIAL SERVICES
87846	VERA MCINTOSH	\$85.00	SOCIAL SERVICES
87847	JOSH PLUMMER	\$520.00	SOCIAL SERVICES
87848	JAN F. STEIN	\$2,000.00	SOCIAL SERVICES

The commissioners discussed the fact that Vanguard had completed all assessments and it was decided to pay the final bill.

Elsie Magnus informed the commissioners that Chuck Horter at NDACo had reviewed the progress on the salary comparison and that there were a number of positions/departments that were not complete. Stanley Dick stated he would check with Horter on the cost and timeline to finish the salary comparison.

IT training with Jamie Nelson on April 10<sup>th</sup> at 1:30 p.m. was discussed. The commissioners decided to make the training mandatory and close the offices for the hour of training.

There was discussion on the Sidwell program and other GIS mapping options. Stanley Dick informed the commissioners that Steve Moe, Ramsey County GIS Coordinator, would be coming to the April 17<sup>th</sup> commission meeting to explain the GIS mapping system used in Ramsey County.

Terry Johnston, Road Supervisor, met with the commissioners and presented paperwork for the final Senate Bill and House Bill road funding reimbursement. The road project update from KLJ was reviewed, as well as the gravel/machinery bid book. There was discussion on the semi-annual bridge inspections done by DOT, and the possibility of removing some of the closed bridges in the future to get them removed from the inspection sheet.

Johnston informed the commissioners that a contract/notice to proceed was being prepared by KLJ with Close Construction for the upcoming gravel project. **David Zeis made a motion to sign the contract/notice to proceed once Close Construction has the required insurance in place, seconded by Elsie Magnus, motion carried.**

There was discussion on the cost share with the County/Water Board/townships for bridge/culvert replacements. The commissioners agreed a 10-20% cost share for the townships should be proposed. Scott Stewart, State's Attorney, was asked to research whether or not the cost share would be allowable. It was decided two commissioners will attend the Water Board meeting on April 11<sup>th</sup> for further discussion and possible updates to the county Culvert & Bridge Policy.

The Contract for Administration from North Central Planning Council for the CDBG project was reviewed and signed for the courthouse bathroom project.

**Elsie Magnus made a motion, seconded by David Zeis to submit the county's vote for Scott Ouradnik for the ND Insurance Reserve Fund Board of Directors, motion carried.**

Follow-up correspondence from the American Foundation for Wildlife was reviewed regarding the possible land acquisition from the Clairmont Family Trust. **David Zeis made a motion to sign the Resolution of Support for the land purchase, seconded by Nick Moser, motion carried.**

**David Zeis made a motion, seconded by Elsie Magnus, to transfer \$2,705.00 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, motion carried. Elsie Magnus made a motion, seconded by Nick Moser, to transfer \$21.53 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, motion carried. David Zeis made a motion, seconded by Nick Moser, to transfer \$215.26 from Road and Bridge Fund to Road and Bridge Excess Levy Fund, motion carried. Elsie Magnus made a motion, seconded by Nick Moser, to transfer \$9,084.83 from Road and Bridge Fund and \$7,433.04 from County Road Fund to Cities, motion carried.**

Department Updates were presented as follows: Shauna Schneider – Water Board; Shannon Duerr – JDA; Karen Kempert – Emergency Manager; Macine Lukach – Extension; Terry Girodat – Maintenance; Greg Fetsch – Sheriff; and Scott Stewart – State’s Attorney.

**Nick Moser made a motion to approve the Cavalier County Multi Hazard Mitigation Plan, seconded by Elsie Magnus, motion carried.**

There was discussion on load limits and it was decided that the county will put them on when the state does.

**At 10:55 a.m. Elsie Magnus made a motion to recess the regular commission meeting for abatement hearings, seconded by David Zeis, motion carried. At 11:20 a.m. Elsie Magnus made a motion to reconvene the regular commission meeting, seconded by Nick Moser, motion carried.**

There was discussion on the Sidwell GIS mapping program. Tom Valentine, assessor, stated there were some corrections that needed to be made with the new land use layer that was implemented. Exploring other options for the GIS mapping was discussed. Tom Valentine requested a copy of the Soils Policy for the county. Steph Bata, Deputy Tax Director, stated she would get it to him.

The billing for the Vanguard reassessment was discussed. It was decided to remove the parcels from the township/city bills that should not have been assessed, and that no additional parcels would be added to the bills. It was also decided that the billing to the townships and cities would be left per parcel.

At 11:55 a.m., Elsie Magnus made a motion to adjourn the meeting, seconded by Nick Moser; 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