

## Commissioners Proceedings

On November 20, 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 meeting began with the Pledge of Allegiance. Chairman Stanley Dick called the meeting to order and proceeded as follows:

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

89304	ELSIE MAGNUS	\$160.23	COMMISSIONERS
89305	DAVID J. ZEIS	\$25.01	COMMISSIONERS
89306	DOLLAR GENERAL -REGIONS 410526	\$11.90	COMMISSIONERS
89307	LEEVERS FOODS	\$11.38	COMMISSIONERS
89308	US BANK	\$70.49	COMMISSIONERS
89309	ND ASSOCIATION OF COUNTIES	\$450.00	COMMISSIONERS
89310	PREMIUM WATERS, INC.	\$7.49	CLERK
89311	BUSINESS ESSENTIALS	\$125.92	AUDITOR
89312	TYLER TECHNOLOGIES, INC.	\$3,468.40	RECORDER
89313	STEPHANIE BATA	\$416.86	TAX DIRECTOR
89314	QUALITY INN	\$423.00	TAX DIRECTOR
89315	CHASE CARD SERVICES	\$179.85	GENERAL
89316	ELECTION SYSTEMS & SOFTWARE	\$2,689.39	ELECTIONS
89317	COMPUTER EXPRESS	\$1,256.00	TREASURER
89318	MONTANA-DAKOTA UTILITIES	\$1,319.88	GENERAL/SHERIFF/R&B
89319	SAM BECK	\$305.20	SHERIFF
89320	PREMIUM WATERS, INC.	\$27.89	DISPATCHERS
89321	BUSINESS ESSENTIALS	\$74.46	SHERIFF
89322	US FOODS, INC.	\$142.11	SHERIFF
89323	MID-CONTINENT CABLE CO.	\$89.11	SHERIFF
89324	BALCO UNIFORM CO. INC.	\$1,728.65	SHERIFF
89325	AT&T MOBILITY	\$723.16	SHERIFF
89326	LEXIPOL, LLC	\$3,465.00	SHERIFF
89327	ND DEPT. OF TRANSPORTATION	\$179.85	FARM - MARKET
89328	ERLING'S OIL, INC.	\$1,480.32	ROAD & BRIDGE
89329	RICARD PLUMBING	\$684.05	ROAD & BRIDGE
89330	JOHN DEERE FINANCIAL	\$1,283.04	ROAD & BRIDGE
89331	NEWMAN SIGNS	\$243.08	ROAD & BRIDGE
89332	NEWMAN SIGNS	\$640.81	ROAD & BRIDGE
89333	NDC	\$128.03	E-911 EXCISE TAX
89334	KAREN KEMPERT	\$277.95	EMG MNGR
89335	VERIZON WIRELESS	\$48.92	EMG MNGR
89336	QUALITY INN	\$169.20	EMG MNGR
89337	GERALD URLAUB	\$585.00	WEED CONTROL
89338	ROBERT URLAUB	\$742.50	WEED CONTROL
89339	VICTOR HECK	\$25.40	VSO
89340	VICTOR HECK	\$24.20	VSO
89341	VICTOR HECK	\$26.75	VSO
89342	SCHROEDER FURNITURE	\$717.81	SOCIAL SERVICES
89343	KAREN SIGVALDSON	\$2,250.00	SOCIAL SERVICES

89344	MARLA SWENSON	\$2,250.00	SOCIAL SERVICES
89345	VISA	\$541.19	SOCIAL SERVICES
89346	OTTER TAIL POWER CO	\$471.26	SOCIAL SERVICES
89347	LANGDON DAY CARE CENTER	\$1,461.45	SOCIAL SERVICES
89348	MELODY KING	\$103.39	SOCIAL SERVICES
89349	PREMIUM WATERS, INC.	\$14.69	SOCIAL SERVICES

Stephanie Bata, Tax Director, met with the commissioners and presented the proposed two-year contract with Sidwell for 2019 and 2020. Bata stated the contract had been reviewed by Scott Stewart, State's Attorney. **Nick Moser made a motion to accept the two-year contract with Sidwell at the total cost of \$25,610.00, seconded by Elsie Magnus. A roll call vote was taken with all voting in favor.** Bata also informed that commissioners that there is an NRCS soil update which would cost an additional \$2,400 for Sidwell to update in the program. The commissioners asked Bata to find out how often NRCS does soil updates.

Vicki Kubat, County Recorder, met with the commissioners and asked if they would consider closing the courthouse on Monday, December 31<sup>st</sup>. Elsie Magnus made a motion to close the courthouse and put a notice in the tax statements, letting the taxpayers know the courthouse would be closed on December 31st. There was no second to the motion.

Karen Kempert, Emergency Manager/911 Coordinator, met with the commissioners and informed them that the original Resolution to put the 911 fee increase on the ballot did not have an effective date included. **Richard Ring made a motion to correct the Resolution and incorporate a January 1, 2019 effective date, seconded by Elsie Magnus, motion carried.**

The 2019 Employee Assistance Program Contract with The Village was reviewed. There was no increase to the contract. **David Zeis made a motion, seconded by Richard Ring, to approve the contract with The Village, motion carried.**

Elsie Magnus stated that Cavalier County Senior Meals and Transit was providing many meals and rides to individuals in the community. Magnus stated the transit services are available for people of all ages and is being well utilized. The recent recognition of Debra Olson, Director of the Domestic Violence and Abuse Center in Grafton was also mentioned by Magnus.

Terry Johnston, Road Supervisor, as well as Jon Markusen, KLJ Engineering, met with the commissioners and stated that County 55 from Highway 1 to Wales was successfully changed to a CMC route, rather than County 6. Three miles of County 23 from County 55 to County 6 would no longer be a designated CMC route. Johnston informed the commissioners that if they wanted any other change requests made to the CMC routes, DOT wants the requests submitted together, rather than multiple requests being sent in. **David Zeis made a motion to proceed with the gravel project on County 55 from Highway 1 to Wales, seconded by Elsie Magnus, motion carried.** Markusen stated KLJ will updated the project map and have it at the next commission meeting.

Johnston informed the commissioners that NDACo contracted with John Deere again for tractor leases in 2019 at \$19.91/hour. **Nick Moser made a motion to utilize the NDACo contract price again in 2019 and lease two tractors, seconded by David Zeis, motion carried.**

The FEMA admin funds were discussed. Johnston explained that FEMA used a direct admin method to determine the amount of admin they county would receive, which took into account the amount of time Johnston spent on inspections each day for the county and townships, as well as the use of the county's vehicle for inspections. The total amount paid the county was \$7,627.81. Johnston requested payment for the vacation hours he was unable to utilize during the FEMA inspections. **Elsie Magnus made a motion, seconded by Richard Ring, to pay Terry Johnston \$4,531.12, plus the matching FICA, from the FEMA admin funds for his forfeited vacation time. A roll call vote was taken with all voting in favor.**

Stanley Dick stated that there may be need for a fill-in snowplow operator in the Munich District. It was agreed that the operator would be paid at the regular fill-in rate of \$22.80/hour, if needed.

The commissioners did an interview for the seasonal snowplow operator position in the Osnabrock District. **Nick Moser made a motion to hire Eric Roder as snowplow operator for the Osnabrock District, seconded by David Zeis, motion carried.**

Tom Valentine met with the commissioners and reviewed the Order from a 2015 District Court case, as well as commission minutes and a prior Soil Committee Policy. Stanley Dick stated the commission would not do anything with the case, based on recommendation by Scott Stewart, State's Attorney. Dick also proceeded to explain to Valentine that the Tax Director would work with him on discrepancies he has found in Fremont Township, but requested he pick one issue at a time to work on, and that they would work through fixing things one at a time. Valentine stated the Tax Director could pick what to work on first.

**At 10:00 a.m. Elsie Magnus made a motion to recess the commission meeting for the annual delinquent tax sale, seconded by David Zeis, motion carried. At 10:10 a.m. Richard Ring made a motion to reconvene the commission meeting, seconded by Elsie Magnus, motion carried.**

There was discussion on swapping the Tax Director office and the WIC/Public Health IVN office. Terri Gustafson, Public Health, stated WIC did not need the large desk they are currently using, so she thought it was possible they could share the smaller office that the Tax Director is currently in. It was decided to go ahead with making the switch when the departments are ready to do so.

There was discussion on possibly reorganizing Social Services and combining to form a district with Cavalier, Pembina, and Walsh County. Stanley Dick listed a number of things that would need to be considered and questions needing to be answered before a decision could be made. Jill Denault, Social Service Director for Cavalier County and Pembina County, joined the

discussion and stated that the director in Walsh County was not in favor of moving forward with the idea. Nick Moser suggested they review the information that was currently available on forming a district with other counties and wait to make a motion to proceed until the new commissioners were in office to join in on the decision.

The roadmen met with the commissioners for their semi-annual department update. There was discussion on the cell phone boosters that had been ordered, in light of the antenna/repeater tower having been taken down. The drivers were informed that they would be able to use the radios to communicate if they were close enough to each other, but that the cell phone boosters would have to be utilized if they were too far apart to use radios. They were reminded the emergency radio channel could be utilized to contact the Sheriff's Department in the case of an emergency. Shark cutting blades were discussed and it was decided to have Butler demonstrate a set in the Vang District. The upcoming County Roads Conference (Jan. 29-31) was discussed. The commissioners stated they wanted Terry Johnston, one commissioner, and one motor grader operator to attend. Storage of the oil distributor was discussed. Sheldon Romfo stated the county could pay for heated storage at B & L Industries in Walhalla for \$50/month. The commissioners were in agreement. It was decided to use the oil crew pickup in Osnabrock.

The commissioners visited with Crystal Beggs to discuss options for Human Resource services for the county. The commissioners asked Beggs for references and decided to look into contracting/employment options.

At 12:05 p.m. Elsie Magnus made a motion to adjourn the meeting, seconded by Richard Ring; motion carried.

*Board of Commissioners  
Cavalier County, North Dakota*

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David Zeis - Chairman

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Nick Moser - Vice Chairman

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Greg Goodman

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Austin Lafrenz

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Stanley Dick

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Attest: Lisa Gellner - Auditor