

Commissioners Proceedings

On December 18, 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 David Zeis called the meeting to order and proceeded as follows:

Nick Moser made a motion to approve the minutes, seconded by Greg Goodman; motion carried. Stanley Dick made a motion, seconded by Austin Lafrenz to review and approve the following audit of claims; motion carried:

89534	POST BOARD	\$180.00	SHERIFF
89535	ND ASSOCIATION OF COUNTIES	\$25,890.80	WORKERS COMP
89536	STANLEY DICK	\$45.78	COMMISSIONERS
89537	DAVID J. ZEIS	\$93.74	COMMISSIONERS
89538	BREAD PAN	\$65.00	COMMISSIONERS
89539	RADISSON HOTEL BISMARCK	\$253.80	COMMISSIONERS
89540	BUSINESS ESSENTIALS	\$53.62	CLERK
89541	QUALITY SPECIALTY PRODUCTS & PRINTING	\$169.96	CLERK
89542	SPORTS AWARDS COMPANY	\$95.50	AUDITOR
89543	SOFTWARE INNOVATIONS	\$8,900.00	AUDITOR
89544	QUALITY SPECIALTY PRODUCTS & PRINTING	\$2,000.00	TREASURER
89545	WEST PAYMENT CENTER	\$471.76	STATE'S ATTORNEY
89546	SILLERS, LAAVEG & WENZEL	\$320.00	STATE'S ATTORNEY
89547	ND COUNTY RECORDERS ASSOC	\$200.00	RECORDER
89548	BUSINESS ESSENTIALS	\$1,600.00	RECORDER
89549	COMPUTER EXPRESS	\$12.00	RECORDER
89550	FARMERS & MERCHANTS STATE BANK	\$25,000.00	GENERAL
89551	PLUMMER CONSTRUCTION	\$13,400.00	GENERAL
89552	BUSINESS ESSENTIALS	\$202.08	GENERAL
89553	MID AMERICAN RESEARCH CHEMICAL	\$625.33	GENERAL
89554	BUSINESS ESSENTIALS	\$163.44	ELECTIONS
89555	US BANK	\$139.47	ELECTIONS
89556	TOTAL FUNDS	\$2,500.00	GENERAL
89557	COMPUTER EXPRESS	\$1,100.00	GENERAL
89558	CAVALIER COUNTY SOCIAL SERV.	\$1,000.00	GENERAL
89559	MAILFINANCE	\$891.24	GENERAL
89560	SAMSON ELECTRIC LTD.	\$5,633.93	GENERAL
89561	CELLBOOSTER LLC	\$8,238.00	SHERIFF/R&B/WELFARE/WEED/911
89562	PREMIUM WATERS, INC.	\$163.98	CLERK/GENERAL
89563	INFORMATION TECHNOLOGY DEPT.	\$3,876.53	GENERAL
89564	UNITED COMMUNICATIONS	\$1,509.76	GENERAL
89565	OTTER TAIL POWER CO	\$2,729.59	GENERAL/R&B
89566	COUNTRY MEDIA, INC.	\$936.00	COMMISH/TREAS./ELECTIONS
89567	SCHROEDER FURNITURE	\$6,964.15	SHERIFF
89568	UNIFORM CENTER	\$144.36	SHERIFF
89569	GALLS, LLC	\$159.95	SHERIFF
89570	GLENN'S APPLIANCE CENTER	\$559.00	SHERIFF
89571	US FOODS, INC.	\$89.41	SHERIFF
89572	SENIOR MEALS AND SERVICES	\$288.00	SHERIFF
89573	DOLLAR GENERAL -REGIONS 410526	\$17.50	SHERIFF

89574	BOB BARKER COMPANY, INC.	\$171.02	SHERIFF
89575	SUPERIOR TECHNOLOGY GROUP LLC	\$1,440.00	SHERIFF
89576	LEEVERS FOODS	\$19.98	SHERIFF
89577	SEPTIC VAC	\$160.00	SHERIFF
89578	UNIFORM CENTER	\$200.97	SHERIFF
89579	MID-CONTINENT CABLE CO.	\$89.11	SHERIFF
89580	FARMERS UNION OIL CO	\$1,954.28	SHERIFF
89581	BUSINESS ESSENTIALS	\$89.18	SHERIFF
89582	WATCH GUARD	\$9,590.00	SHERIFF
89583	BUSINESS ESSENTIALS	\$271.20	SHERIFF
89584	SPORTS & SHIRTS	\$80.00	DISPATCHERS
89585	SPORTS & SHIRTS	\$272.00	SHERIFF
89586	GALLS, LLC	\$117.13	SHERIFF
89587	AT&T MOBILITY	\$716.04	SHERIFF
89588	LANGDON BLDG. CENTER	\$409.87	SHERIFF
89589	DAKOTA ANIMAL CARE, INC	\$125.00	SHERIFF
89590	ZEE MEDICAL SERVICE	\$164.75	SHERIFF
89591	CHRISTIE MOTOR SALES, INC.	\$197.50	SHERIFF
89592	VINCENT EDWARDS	\$105.00	SHERIFF
89593	PREMIUM WATERS, INC.	\$41.49	DISPATCHERS
89594	LANGDON IMPLEMENT CO.	\$7,800.00	R&B EQUIP REPLACE
89595	SHELDON ROMFO	\$240.00	ROAD & BRIDGE
89596	RICK ROSTVET	\$240.00	ROAD & BRIDGE
89597	KEVIN MIKKELSEN	\$240.00	ROAD & BRIDGE
89598	KENT MIKKELSEN	\$240.00	ROAD & BRIDGE
89599	PHIL WOLD	\$240.00	ROAD & BRIDGE
89600	SHAWN HALL	\$60.00	ROAD & BRIDGE
89601	CAVALIER RURAL ELECTRIC CO-OP.	\$83.14	ROAD & BRIDGE
89602	BUTLER MACHINERY CO.	\$767.55	ROAD & BRIDGE
89603	KYLE MCCONNELL	\$405.00	ROAD & BRIDGE
89604	LANGDON AMOCO	\$260.58	GENERAL/F-M/R&B
89605	MUNICH ELEVATOR & OIL CO.	\$292.49	ROAD & BRIDGE
89606	REDWOOD TOXICOLOGY LABORATORY	\$39.58	ROAD & BRIDGE
89607	JOHNSON TRAILER SALES	\$209.86	ROAD & BRIDGE
89608	HANNAH CITY AUDITOR	\$450.00	ROAD & BRIDGE
89609	QUALITY SPECIALTY PRODUCTS & PRINTING	\$39.99	FARM - MARKET
89610	TUOMALA PLUMBING & HEATING	\$65.00	ROAD & BRIDGE
89611	FARMERS UNION OIL CO	\$3,985.15	ROAD & BRIDGE
89612	RICHARD'S WELDING, INC.	\$4,002.90	ROAD & BRIDGE
89613	D & B MOTORS	\$30,900.00	ROAD & BRIDGE
89614	GLADEN CONSTRUCTION	\$30,409.19	R&B EXCESS LEVY
89615	VERIZON WIRELESS	\$48.67	EMG MNGR
89616	KAREN KEMPERT	\$275.40	EMG MNGR
89617	QUALITY SPECIALTY PRODUCTS & PRINTING	\$111.98	EMG MNGR
89618	ND 911 ASSOCIATION	\$50.00	EMG MNGR
89619	QUALITY INN	\$84.60	EMG MNGR
89620	STONE'S MOBILE RADIO, INC.	\$37.00	EMG MNGR
89621	NDC	\$128.03	E-911 EXCISE TAX
89622	VICTOR HECK	\$33.25	VSO
89623	CURTIS STEINOLFSON	\$22.02	VSO
89624	LANGDON AMOCO	\$230.96	VSO
89625	ANITHA CHIRUMAMILLA	\$75.00	NDSU EXT.
89626	LEEVERS FOODS	\$15.82	NDSU EXT.

89627	BUSINESS ESSENTIALS	\$42.23	NDSU EXT.
89628	CELL BOOSTER LLC	\$305.00	NDSU EXT.
89629	XEROX CORPORATION	\$219.51	NDSU EXT.
89630	UNITED COMMUNICATIONS	\$65.54	NDSU EXT.
89631	D & B MOTORS	\$32,900.00	SOCIAL SERVICES
89632	MELODY KING	\$50.89	SOCIAL SERVICES
89633	LUTHERAN SOCIAL SERVICES	\$535.00	SOCIAL SERVICES
89634	LANGDON HARDWARE & RENTAL	\$134.40	SOCIAL SERVICES
89635	LANGDON DAY CARE CENTER	\$35.95	SOCIAL SERVICES
89636	LANGDON CITY	\$244.25	SOCIAL SERVICES
89637	PREMIUM WATERS, INC.	\$26.69	SOCIAL SERVICES
89638	OTTER TAIL POWER CO	\$738.61	SOCIAL SERVICES
89639	JAN F. STEIN	\$296.68	SOCIAL SERVICES
89640	SAMSON ELECTRIC LTD.	\$210.15	SOCIAL SERVICES
89641	BUSINESS ESSENTIALS	\$3,537.25	SOCIAL SERVICES
89642	MARCOTTE BUILDER'S SUPPLY CO.	\$1,068.04	SOCIAL SERVICES
89643	DACOTAH PAPER CO.	\$311.55	SOCIAL SERVICES
89644	INFORMATION TECHNOLOGY DEPT.	\$31.80	SOCIAL SERVICES
89645	BUSINESS ESSENTIALS	\$550.52	SOCIAL SERVICES
89646	SUSAN K. (FETSCH) CROCKETT	\$144.79	SOCIAL SERVICES
89647	DOMESTIC VIOLENCE & ABUSE CENTER	\$6,000.00	SOCIAL SERVICES
89648	PEMBINA COUNTY SOCIAL SERVICES	\$6,983.86	SOCIAL SERVICES
89649	VISA	\$1,302.35	SOCIAL SERVICES
89650	SUSAN K. (FETSCH) CROCKETT	\$55.80	SOCIAL SERVICES
89651	RICHARD FLANDERS	\$85.00	SOCIAL SERVICES
89652	AMY KRAM	\$85.00	SOCIAL SERVICES
89653	STANLEY DICK	\$85.00	SOCIAL SERVICES
89654	DAVID J. ZEIS	\$85.00	SOCIAL SERVICES
89655	LINDA GEISEN	\$50.89	SOCIAL SERVICES

Nick Moser made a motion, seconded by Stanley Dick, to appoint Greg Goodman to the **Northern Plains Resource Conservation and Development Board**, motion carried.

Stanley Dick stated he felt it was important to have representation at the infrastructure day with the legislature in Bismarck on January 10th and that he would be willing to attend. **Nick Moser made a motion to pay mileage for Stanley Dick to attend the meeting, seconded by Austin Lafrenz, motion carried.**

Allen Hart, Moscow Township, met with the commission and stated the township was not in agreement with switching motor grader operators. Hart stated work in their township is usually done together with Minto Township and that they should continue to have the same operator.

Terry Johnston, Road Supervisor, brought the federal aid sheet from DOT with Cavalier County's current balance. David Zeis signed the sheet as chairman. The demo of Sharq Edges put on by Butler Machinery scheduled for December 19th was discussed. John Deere tractor leases for 2019 through the NDACo contract were discussed. **Nick Moser made a motion to proceed with leasing two tractors through Langdon Implement, seconded by Greg Goodman, motion carried.**

Jeff Daley, KLJ, introduced Wade Thompson from the Grafton office. The project map was reviewed. Terry Johnston, Road Supervisor, stated he was concerned about funding for the County 6 overlay project if the federal aid funds were utilized for the County 55 gravel project. Nick Moser suggested waiting to prioritize projects until spring.

A bid for a rotary mower was opened from Langdon Implement for a 2018 Woods rotary mower. **Nick Moser made a motion to purchase the mower for \$15,800, less \$8,000 trade in for the 2011 Woods mower, leaving a purchase price of \$7,800, seconded by Stanley Dick, motion carried.**

Greg Goodman made a motion to purchase a 2019 Chevy Silverado 2500HD from D&B Motors on state bid for \$30,900, seconded by Austin Lafrenz, motion carried.

The County Roads Conference was discussed. It was decided the following persons would attend: Greg Goodman, Nick Moser, Rick Rostvet, and Kent Mikkelsen.

Stanley Dick stated the county needed to make sure the road counters are being utilized to justify the need for road funding. Dick suggested that a part-time employee be hired to run the reclaimer and take care of the road counters. Nick Moser suggested that the roadmen should be able to help with the counters.

Billing for blading/snow removal hours to townships was discussed. David Zeis stated he thought they should all be treated equally, with billing time starting when the operator enters the township. **Nick Moser made a motion to start billing the townships when the operator enters the township, seconded by Stanley Dick. A roll call vote was taken, with all voting in favor.**

Roxanne Hoffarth, Langdon City Auditor, met with the commissioners regarding the Transportation Alternatives Program funding through the ND DOT which the city would like to apply for. Hoffarth explained that in order for the city to apply, they needed approval from Cavalier County to be the pass through for the funding. **Nick Moser made a motion to approve the county being the pass through, seconded by Stanley Dick, motion carried.**

Bids were opened for the 2009 Chevy Impala. **Stanley Dick made a motion to accept the high bid in the amount of \$2,000 from Joel Mostad, seconded by Nick Moser, motion carried.**

County policy for use of personal vehicles was reviewed. Nick Moser stated he felt the employees should use the vehicles supplied by the county whenever possible to avoid having mileage reimbursements. It was pointed out that the policy manual does say state that personal vehicle use must be requested in order to submit claim for mileage. It was decided to have HR review the policy and decide if it needed updating.

Terry Girodat, Maintenance, met with the commissioners and suggested that \$25,000 capital outlay from his budget be put toward the boiler pipe project loan at FM Bank. The commissioners were in agreement.

Greg Goodman made a motion to appoint Tom Borgen, Duane Otto, Marcus Lewis, Patrick Rime, and Elsie Magnus to the **JDA Board**, seconded by Nick Moser, motion carried.

Leon Pederson, Weed Officer, met with the commissioners regarding the current board members. Board member attendance at Weed Board meetings was reviewed. The possibility of reducing the weed board members from seven to five was discussed. Von Christianson had submitted a letter of interest to be reappointed to the board after the deadline as published. It was decided the commission would invite the Weed Board members to the next commission meeting to discuss idea of reducing the size of the board.

David Zeis stated Greg Fetsch, Sheriff, was not able to be at the meeting, but wanted to request use of his remaining budget for the floor in the jail and vehicle cameras. **Stanley Dick made a motion to approve the request, seconded by Nick Moser.** Nick Moser stated he felt items needed should be planned and budgeted for, not purchased with left over budget at the end of the year. Greg Fetsch was contacted by phone to explain his request. **A roll call vote was taken with all voting in favor.**

Stanley Dick made a motion to sign the CDBG Extension for the courthouse bathroom project through North Central Planning, seconded by Nick Moser, motion carried.

Stephanie Bata, Tax Director, met with the commissioners regarding renewal of the contract for the Vanguard website. **Greg Goodman made a motion to renew the contract for one (1) year, seconded by Austin Lafrenz. A roll call vote was taken with all voting in favor.** CRP acres that Sidwell had classified as permanent pasture were discussed. It was decided to see that the parcels were corrected in 2019.

Jill Denault, Social Services Director, met with the commissioners regarding the bids she had received for a new vehicle. **Stanley Dick made a motion to accept the bid from D&B Motors for the 2019 Chevy Traverse for \$32,900, seconded by Austin Lafrenz, motion carried.** There was discussion on the bids not being due until December 20th for an office building. It was decided to have a special meeting on Friday, December 21st at 10:00 a.m. to open the bids, as well as any other year-end items that needed to be taken care of.

Crystal Beggs, HR, visited with the commissioners by phone regarding the Agreement that had been drawn up for her job duties, office location, hours, etc. in Cavalier County. Beggs stated she was fine with the Agreement as prepared. It was discussed whether or not the county would pay Beggs mileage for driving to Langdon. **Stanley Dick made a motion to pay mileage for the four (4) regular office days each month, seconded by Nick Moser, motion carried.** Beggs stated she would not charge for any additional mileage incurred. It was also decided that Beggs would use her personal cell phone, rather than carry an additional cell phone for Cavalier County.

Stanley Dick made a motion, seconded by Austin Lafrenz, to transfer \$56,330.00 from Vanguard Receivables Fund to County General Fund, motion carried.

At 12:25 p.m., Nick Moser made a motion to adjourn the meeting, seconded by Austin Lafrenz; motion carried.

On December 21, 2018 at 10:00 a.m. the Board of Commissioners of Cavalier County, North Dakota, met at the Cavalier County Courthouse for a special meeting, with all members present. The meeting began with the Pledge of Allegiance. Chairman David Zeis called the meeting to order and proceeded as follows:

Mark Zimmer, Munich City Mayor, met with the commissioners regarding the Transportation Alternatives Program funding through the ND DOT which Munich City would like to apply for. Zimmer explained that in order for the city to apply, they needed approval from Cavalier County to be the pass through for the funding. Nick Moser clarified that the county would only be acting as a pass through for the funds and would not be responsible for any of the paperwork. Zimmer was in agreement. **Nick Moser made a motion to approve the county being the pass through if Munich City is awarded the funding, seconded by Greg Goodman, motion carried.**

The bill from Munich City for the street project was reviewed. An additional bill from Witzel Construction for gravel on the elevator road was also reviewed, but nobody knew what it was for.

One bid was received from Kevin Stein for an office building for Social Services. The bid was \$245,350. Kevin Stein and Cameron Sillers, Attorney, were in attendance, and Jill Denault, Social Service Director, attended by phone. There was discussion on the current lease of the building, and whether or not the unsigned contract for the building was enforceable. Scott Stewart, State's Attorney stated it was his opinion that it was not, as the Social Service Board does not have the authority to enter into a contract to lease the building. **Stanley Dick made a motion to reject the bid from Kevin Stein, seconded by Nick Moser, motion carried. Stanley Dick made a motion to enter into a one-year lease on the building at \$2,000/month, seconded by Nick Moser for discussion. Stanley Dick made a motion to rescind his motion. Nick Moser made a motion to rescind his second to the motion.** Cameron Sillers and Kevin Stein asked to step out from the meeting for a few minutes. When they returned, an offer was made to sell the building for \$175,000. **Greg Goodman made a motion to purchase the Social Service office building at 324 7th Avenue, Langdon, from Kevin Stein for \$175,000, with \$25,000 earnest money paid from the Social Services Fund and the balance paid on or before a February 15, 2019 closing date with an option to extend the closing to July 5, 2019 with interest at 5% in the event the State funding does not come through, and rent continuing at \$2,000 per month until closing. Greg Goodman later amended the motion to change the closing date to February 1, 2019. Motion was seconded by Nick Moser. A roll call vote was taken with all voting in favor.**

Nick Moser made a motion, seconded by Austin Lafrenz to review and approve the following audit of claims; motion carried:

89670	BUSINESS ESSENTIALS	\$2,079.16	ELECTIONS
89671	ANDREA MOSER	\$24.70	GENERAL
89672	DAKOTA BUSINESS SOLUTION	\$302.99	GENERAL

89673	MONTANA-DAKOTA UTILITIES	\$1,933.97	GENERAL/R&B
89674	GREGORY FETSCH	\$116.30	SHERIFF
89675	JOHN DEERE FINANCIAL	\$3,185.70	ROAD & BRIDGE
89676	BUD'S SERVICE PRODUCTS	\$949.37	ROAD & BRIDGE
89677	NORTHEAST REGIONAL WATER	\$55.00	ROAD & BRIDGE
89678	MUNICH CITY AUDITOR	\$150,000.00	ROAD & BRIDGE
89679	CAVALIER COUNTY REPUBLICAN	\$75.00	VSO
89680	LEON PEDERSON	\$564.52	WEED CONTROL
89682	SILLERS, LAAVEG & WENZEL	\$25,000.00	SOCIAL SERVICES

The Human Resources Employee, Joint Powers Agreement Between Ramsey and Cavalier County was reviewed with Scott Stewart, State’s Attorney. **Stanely Dick made a motion to approve the agreement, seconded by Greg Goodman, motion carried.**

There was discussion on the County Roads Conference and the fact that each attendee has to be a member in order to attend. It was decided to not to send anyone to the conference.

David Zeis stated that Phil Wold had asked if he could approach the Towner County commission so see if they would pay the county for him to blade part of County 12 in Towner County. The commissioners did not want him to do so.

At 11:40 a.m., Nick Moser made a motion to adjourn the meeting, seconded by Stanley Dick; motion carried.

*Board of Commissioners
Cavalier County, North Dakota*

David Zeis – Chairman

Nick Moser – Vice Chairman

Greg Goodman

Austin Lafrenz

Stanley Dick

Attest: Lisa Gellner – Auditor