

## Commissioners Proceedings

On February 19, 2019, 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 Stanley Dick; motion carried. There was discussion on the snowplow truck in the Langdon District that broke down and whether or not the operator would run the extra motor grader.

Terry Johnston, Road Supervisor, and Jeff Daley, KLJ, met with the commissioners and discussed the upcoming County 55 gravel project set for bid opening on May 10<sup>th</sup>. Push backs and snow blowing on various county roads was discussed. Johnston informed the commissioners that a March 12<sup>th</sup> deadline had been set for motor grader bids through SourceWell. The possibility of purchasing a truck through SourceWell was also discussed.

Van Howatt, Water Board, met with the commissioners to discuss two bridges in Banner Township that have been requested to be replaced. Howatt asked the commissioners if they were on board with replacing the bridges in light of the county having a 40% cost share. The commissioners told Howatt that the Water Board has control over the projects due to the fact that the bridges are on legal drains and the Water Board having the larger share of the cost.

Terry Girodat, Maintenance, reviewed quotes for the CDBG courthouse bathroom project with the commissioners. It was explained that due to the fact that no bids were received during the bidding process, a quote for the project could now be accepted to proceed. **Nick Moser made a motion to accept the lowest quote from Walhalla Building Center in the amount of \$49,900, seconded by Austin Lafrenz, motion carried.**

Lisa Gellner, Auditor, discussed the need for part-time help in the Auditor's office. Nick Moser stated he felt one day a week should be filled by utilizing staff already employed by the county and that the full-time seasonal help needed for the election should be advertised separately. **Stanley Dick made a motion to assign the following job duties to the Tax Director's office: preparation of roadmen calendars; data entry of Centrally Assessed values; Final abstract upload to the State; seconded by Nick Moser, motion carried.** Stanley Dick asked that the additional Tax Director's office job duties be added to the job descriptions that are currently being worked on with HR. The commissioners advised Gellner to talk to HR on options and details to fill the need for part-time help in the Auditor's office.

**Nick Moser made a motion to appoint Devin Hursman to the Weed Board, seconded by Greg Goodman, motion carried.**

Crystal Beggs, HR, jointed the meeting by phone and asked the commissioners if they wanted her involvement with the salary committee. The commissioners agreed they wanted Beggs to be a part of the salary committee. Beggs mentioned other policies she was reviewing and informed the commissioners she planned to do department head training on FMLA and FLSA.

There was discussion on what would be done with the pickup that would no longer be used in the Osnabrock District. It was decided to put it on the community auction sale this summer, along with any other vehicles/equipment not being used.

At 3:00 p.m. the meeting was moved to the north meeting room for a presentation by ND Forestry Service on Forest Stewardship contracts. Forestry explained the program, what qualified acreage for the program, and what was and was not allowed when acres were enrolled. A hand vote was taken with everyone in attendance supporting the program.

At 4:00 p.m. the commissioners continued their meeting in the Commission Room. Nick Moser made a motion, seconded by Stanley Dick to review and approve the following audit of claims; motion carried:

90088	DAVID J. ZEIS	\$129.34	COMMISSIONERS
90089	ND RECORDERS ASSOC.	\$200.00	RECORDER
90090	DACOTAH PAPER CO.	\$668.42	GENERAL
90091	KEN JENNINGS	\$45.00	GENERAL
90092	SHANE PETERSON	\$45.00	GENERAL
90093	NICK MOSER	\$45.00	GENERAL
90094	LAWRENCE HENRY	\$45.00	GENERAL
90095	QUALITY SPECIALTY PRODUCTS & PRINTING	\$45.00	GENERAL
90096	SANFORD HEALTH OCC MED CLINIC	\$105.00	GENERAL
90097	KJS COMPUTER SERVICES	\$60.00	GENERAL
90098	COMPUTER EXPRESS	\$3,088.00	GENERAL
90099	PREMIUM WATERS, INC.	\$95.38	CLERK
90100	MONTANA-DAKOTA UTILITIES	\$2,710.85	GENERAL/SHERIFF/R&B
90101	UNITED COMMUNICATIONS	\$1,262.12	GENERAL
90102	OTTER TAIL POWER CO	\$3,539.56	GENERAL/R&B
90103	INFORMATION TECHNOLOGY DEPT.	\$3,876.53	GENERAL
90104	PAUL PODHRADSKY	\$105.00	SHERIFF
90105	JOHNSON CONTROLS, INC.	\$1,213.38	SHERIFF
90106	AT&T MOBILITY	\$750.34	SHERIFF
90107	BALCO UNIFORM CO. INC.	\$60.88	SHERIFF
90108	BALCO UNIFORM CO. INC.	\$30.09	SHERIFF
90109	DHS-MMIS	\$820.56	SHERIFF
90110	FINEST AUTO BODY	\$1,089.65	SHERIFF
90111	SENIOR MEALS AND SERVICES	\$229.50	SHERIFF
90112	GALLS, LLC	\$141.77	SHERIFF
90113	LANGDON COMMUNITY DRUG	\$21.65	SHERIFF
90114	US FOODS, INC.	\$69.11	SHERIFF
90115	BUSINESS ESSENTIALS	\$37.93	SHERIFF
90116	MID-CONTINENT CABLE CO.	\$95.53	SHERIFF
90117	CITY OF DEVILS LAKE	\$10,175.00	SHERIFF
90118	PREMIUM WATERS, INC.	\$49.09	DISPATCHERS
90119	HAMPDEN-EDMORE COOPERATIVE	\$100.02	ROAD & BRIDGE
90120	MUNICH ELEVATOR & OIL CO.	\$6,387.39	ROAD & BRIDGE
90121	ON THE RUN SERVICE	\$119.95	ROAD & BRIDGE
90122	SNOW WHEEL SYSTEMS, INC	\$312.90	ROAD & BRIDGE
90123	ERLING'S OIL, INC.	\$5,882.08	ROAD & BRIDGE
90124	MUNICH CITY AUDITOR	\$390.00	ROAD & BRIDGE
90125	HOFFARTH OIL COMPANY	\$2,304.37	ROAD & BRIDGE
90126	DALGLIESH ENTERPRISES	\$340.40	ROAD & BRIDGE
90127	CAVALIER RURAL ELECTRIC CO-OP.	\$117.92	ROAD & BRIDGE

90128	KADRMAS, LEE, & JACKSON INC.	\$10,088.56	R&B/F-M
90129	NDTC	\$128.03	E-911 EXCISE TAX
90130	VERIZON WIRELESS	\$397.93	EMG MNGR
90132	SPORTY'S BAR	\$86.14	NDSU EXT.
90133	ANITHA CHIRUMAMILLA	\$40.74	NDSU EXT.
90134	NDSU - DEPT 3110	\$30.00	NDSU EXT.
90135	UNITED COMMUNICATIONS	\$56.85	NDSU EXT.
90136	XEROX CORPORATION	\$204.51	NDSU EXT.
90137	JOSH PLUMMER	\$175.00	WEED CONTROL
90138	SUSAN K. (FETSCH) CROCKETT	\$55.80	SOCIAL SERVICES
90139	MELODY KING	\$50.89	SOCIAL SERVICES
90140	DACOTAH PAPER CO.	\$143.79	SOCIAL SERVICES
90141	LINDA GEISEN	\$50.89	SOCIAL SERVICES
90142	LANGDON HARDWARE & RENTAL	\$53.97	SOCIAL SERVICES
90143	ND DEPT. OF HUMAN SERVICES	\$140.94	SOCIAL SERVICES
90144	BUSINESS ESSENTIALS	\$796.35	SOCIAL SERVICES
90145	PREMIUM WATERS, INC.	\$41.89	SOCIAL SERVICES
90146	LANGDON CITY	\$110.80	SOCIAL SERVICES
90147	AMERIPRIDE	\$64.25	SOCIAL SERVICES
90148	COUNTRY MEDIA, INC.	\$32.83	SOCIAL SERVICES
90149	VISA	\$141.60	SOCIAL SERVICES
90150	ANITHA CHIRUMAMILLA	\$394.66	NDSU EXT.
90151	LANGDON AMOCO	\$117.53	VSO

At 4:25 p.m., Nick Moser made a motion to adjourn the meeting, seconded by Austin Lafrenz; 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