

Commissioners Proceedings

On April 1, 2019, at 12:30 p.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:

Crystal Beggs, HR, met with the commissioners to review the revised Inclement Weather Policy. Beggs reviewed input on the policy from the department head meeting. **Nick Moser made a motion to accept the Inclement Weather Policy as presented, seconded by Greg Goodman, motion carried.** Beggs then reviewed various timekeeping inconsistencies with the commissioners. There was discussion on possibly eliminating flex time; exempt employees not tracking their time; changing policy to have a 40 hour work week with a one hour lunch included. It was decided to revise the policy and review it with the employees before bringing it back to the commission for consideration.

The commissioners reviewed the county's vehicle and equipment list. There was discussion on checking with seasonal snowplow operators to see if one of them was interested in running the gravel reclaimer. A list of vehicles/property was put together for the upcoming community auction. The debt payment schedule was reviewed and it was decided to possibly make two payments scheduled for 2020 at the end of 2019. This will be reviewed later in the year.

Additional bids were opened from RDO and Butler to include the possible trade of both 2005 CAT motor graders. After reviewing the bids, **Stanley Dick made a motion to purchase (2) 2019 CAT 140 motor graders for a total of \$413,794 plus trade-in of both 2005 CAT 140H motor graders, seconded by Greg Goodman; Stanley Dick amended the motion to expand the warranty to 9-years for an additional \$15,020, making the total purchase \$428,814, Greg Goodman seconded the amended motion. A roll call vote was taken with all commissioners voting in favor. Greg Goodman made a motion to finance the (2) 2019 CAT motor graders at Farmers & Merchants State Bank for seven (7) years at 2.75% interest, seconded by Nick Moser, motion carried.**

David Zeis informed the commission that one of the operators in his district would be taking some time off and discussed the plan for other operators to cover his area. There was discussion on getting the load limit signs displayed as soon as possible once the state put the load limits on in this area. Terry Johnston stated he would notify the road districts when this happens.

Nick Moser asked if the operator in his district would be allowed to take the county vehicle home with him, allowing him to check roads, pick up parts, etc. It was decided that this would be allowed occasionally as needed, but not routinely.

At 3:50 p.m., Greg Goodman made a motion to adjourn the meeting, seconded by Stanley Dick; motion carried.

On April 2, 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 Austin Lafrenz; motion carried.

Gerald Marcotte met with the commissioners and asked for more detail on the request for bids to replace the roof on the Social Service building. Various options were discussed and the commissioners suggested Marcotte bid all options proposed. There was discussion on possibly having the bid opening at Social Services on April 15th and Marcotte was told they would let him know once that was decided.

Lanetta Johnson, Public Health Administrative Assistant, met with the commissioners and informed them that she would be retiring effective June 1st, with her last day being May 31, 2019. Terri Gustafson, Public Health Nurse, submitted a letter requesting to begin the hiring process for an Administrative Assistant. **Nick Moser made a motion to approve advertising the position, seconded by Greg Goodman, motion carried.**

Nick Moser explained that Langdon City had requested a letter of support for the Renaissance Zone from the County Commission. After much discussion on the Renaissance Zone Program, **Nick Moser made a motion to approve a letter in support, seconded by Greg Goodman; a roll call vote was taken: Greg Goodman – yes; Nick Moser – yes; Austin Lafrenz – yes; Stanley Dick – no; David Zeis – yes; Motion carried 4-1.**

Nick Moser made a motion to approve a Beer and Liquor License for Langdon Country Club, seconded by Austin Lafrenz, motion carried.

Terry Johnston, Road Supervisor, met with the commissioners and reviewed the status of the upcoming road projects. Johnston also informed the commissioners that he would be advertising to fill the open positions on the oil crew. There was discussion on an operator for the gravel reclaimer. Johnston asked the commissioners if they wanted to adapt the V-plov from the prior snowplow truck so it can be used on the 1989 GMC truck. The commissioners were in agreement.

David Zeis informed the commissioners that Scott Stewart, State's Attorney, had put together a Memorandum of Understanding and Quit Claim Deed with Cavalier County Memorial Hospital for the building their ambulances are stored in. **Stanley Dick made a motion to sign the Memorandum of Understanding, second by Greg Goodman, motion carried.** David Zeis stated he would get it to CCMH.

Nick Moser made a motion to purchase (6) computers from State Surplus at \$50 each for the commissioners, seconded by Greg Goodman. A roll call vote was taken: Nick Moser – yes; Austin Lafrenz – yes; Stanley Dick – no; Greg Goodman – yes; David Zeis – no. Motion carried 3-2. It was also discussed that Jamie Nelson, IT, would update the computers, work with the commissioners to get their emails installed, and do some training with them on April 16th.

The following did department updates: Terry Girodat – Maintenance; Greg Fetsch – Sheriff; Kensi Breyer – Water Board; Karen Kempert – Emergency Manager/911 Coordinator; Shannon Duerr and Carol Goodman – JDA; Scott Stewart – State's Attorney; Leon Pederson – Weed.

Nick Moser made a motion to approve a Proclamation for National Public Tele communicators Week, seconded by Stanley Dick, motion carried.

Stanley Dick made a motion to approve participation in the Landowner Assistance Program and the DOT grant reimbursement program, seconded by Nick Moser, motion carried.

Cindy Stremick, Treasurer, met with the commissioners regarding CD rates at Choice Financial and Farmers & Merchants State Bank. **Greg Goodman made a motion to put \$2,000,000 into a 12 month CD at Farmers and Merchants State Bank with 2.5% interest rate, seconded by Austin Lafrenz, motion carried.**

At 11:40 a.m. Stanley Dick made a motion to recess for abatement hearings, seconded by Nick Moser, motion carried. At 12:00 p.m. Nick Moser made a motion to reconvene the regular commission meeting, seconded by Greg Goodman, motion carried.

Terry Johnston joined the meeting to inquire if the commissioners wanted to do the same increased load limit on portions of some county roads as they did last year. The commissioners decided they would keep them the same.

Shauna Schneider, assessor, discussed rural Vanguard values with the commissioners and stated she felt the values on the rural homes was still too high, based on a recent sale in her area.

Lisa Gellner, Auditor, discussed her request for part-time help. The commissioners decided to table it being it was not on the agenda.

Stanley Dick made a motion, seconded by Greg Goodman, to transfer \$4,190 from Road & Bridge Fund to Road & Bridge Equipment Fund, motion carried. Nick Moser made a motion, seconded by Austin Lafrenz, to transfer \$40.87 from Road & Bridge Fund to Road & Bridge Equipment Replacement Fund, motion carried. Greg Goodman made a motion, seconded by Stanley Dick, to transfer \$408.73 from Road & Bridge Fund to Road & Bridge Excess Levy Fund, motion carried.

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

90446	DAVID J. ZEIS	\$216.34	COMMISSIONERS
90447	NICK MOSER	\$103.24	COMMISSIONERS
90448	ND SURPLUS PROPERTY	\$300.00	COMMISSIONERS
90449	ND AUDITOR'S ASSOCIATION	\$100.00	AUDITOR
90450	INTERNAL REVENUE SERVICE	\$560.66	AUDITOR
90451	ND COUNTY TREASURER'S ASSOC.	\$200.00	TREASURER
90452	VICKI KUBAT	\$75.40	RECORDER
90453	SIDWELL	\$120.00	TAX DIRECTOR
90454	MID AMERICAN RESEARCH CHEMICAL	\$1,450.26	GENERAL
90455	DARYL'S LOCKSMITH SHOP	\$1,060.00	GENERAL
90456	BOB'S SNOW REMOVAL	\$260.00	GENERAL
90457	JOSH PLUMMER	\$972.00	GENERAL
90458	ND ASSOCIATION OF COUNTIES	\$550.00	COMMISH/RECORD
90459	LANGDON HARDWARE & RENTAL	\$391.85	CLERK/GENERAL/R&B
90460	ADVANCED BUSINESS METHODS	\$636.04	CLERK/AUD/RECORD/F-M
90461	MONTANA-DAKOTA UTILITIES	\$2,216.38	GENERAL/SHERIFF/R&B
90462	VERIZON WIRELESS	\$132.66	GENERAL/F-M/WEED
90463	CRYSTAL BEGGS	\$324.80	GENERAL
90464	COMPUTER EXPRESS	\$12.34	GENERAL

90465	BUD'S SERVICE PRODUCTS	\$110.00	SHERIFF
90466	ADVANCED BUSINESS METHODS	\$244.23	SHERIFF
90467	AT&T MOBILITY	\$486.62	SHERIFF
90468	BALCO UNIFORM CO. INC.	\$58.00	SHERIFF
90469	GALLS, LLC	\$127.56	SHERIFF
90470	QUALITY INN	\$84.60	SHERIFF
90471	CHRISTIE MOTOR SALES, INC.	\$2,469.20	SHERIFF
90472	WORKFORCE SAFETY & INSURANCE	\$250.00	SHERIFF
90473	ND DEPT. OF TRANSPORTATION	\$13.11	FARM - MARKET
90474	MIKKELSEN BROS. CONSTRUCTION	\$2,280.00	F-M/R&B
90475	BLUETARP CREDIT SERVICES	\$475.37	ROAD & BRIDGE
90476	RDO TRUST ACCOUNT #80-5800	\$480.00	ROAD & BRIDGE
90477	HOFFARTH OIL COMPANY	\$3,054.69	ROAD & BRIDGE
90478	JOHN DEERE FINANCIAL	\$73.73	ROAD & BRIDGE
90479	WALHALLA BUILDING CENTER	\$55.96	ROAD & BRIDGE
90480	JIM RADEMACHER	\$50.00	ROAD & BRIDGE
90481	STEIN AUTO BODY, INC.	\$1,910.44	SHERIFF/R&B
90482	THE CAR CLINIC	\$162.92	ROAD & BRIDGE
90483	KADRMAS, LEE, & JACKSON INC.	\$3,525.00	R&B EXCESS LEVY
90485	UNITED COMMUNICATIONS	\$228.17	EMG MNGR
90486	OFFICE DEPOT	\$146.81	EMG MNGR
90487	POLAR COMMUNICATIONS	\$373.70	E-911 EXCISE TAX
90488	LEON HILTNER	\$355.22	VSO
90489	TOM HARDY	\$22.00	VSO
90490	VICTOR HECK	\$20.00	VSO
90491	QUALITY INN	\$169.20	VSO
90492	ANITHA CHIRUMAMILLA	\$540.30	NDSU EXT.
90493	MACINE A LUKACH	\$19.47	NDSU EXT.
90494	MACINE A LUKACH	\$97.64	NDSU EXT.
90495	RICHARD'S WELDING, INC.	\$838.00	WEED CONTROL
90496	LEON PEDERSON	\$306.24	WEED CONTROL
90497	RAMADA BISMARCK HOTEL	\$84.60	WEED CONTROL
90498	OTTER TAIL POWER CO	\$22.54	WEED CONTROL
90499	ADVANCED BUSINESS METHODS	\$240.00	SOCIAL SERVICES
90500	OTTER TAIL POWER CO	\$932.42	SOCIAL SERVICES
90501	AMERIPRIDE	\$82.51	SOCIAL SERVICES
90502	JS VENDING INC.	\$148.40	SOCIAL SERVICES
90503	PEMBINA COUNTY SOCIAL SERVICES	\$14,120.24	SOCIAL SERVICES
90504	SCHROEDER FURNITURE	\$10,136.40	SOCIAL SERVICES
90505	UNITED COMMUNICATIONS	\$626.91	SOCIAL SERVICES

At 12:25 p.m., Stanley Dick made a motion to adjourn the meeting, seconded by Greg Goodman; 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