

Commissioners Proceedings

On June 4, 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:

Zeis asked if there were any changes to the agenda. Two items were added to the agenda. Greg Goodman made a motion to approve the agenda, seconded by Nick Moser; motion carried. Stanley Dick made a motion to approve the minutes, seconded by Austin Lafrenz; motion carried.

Chad Henderson met with the commissioners and asked for approval to install an approach off of County 12 in Section 13 of Glenila Township at his own expense. The request was discussed later in the meeting when Terry Johnston, Road Supervisor, was in attendance. **Nick Moser made a motion to approve Chad Henderson installing the approach on County 12, seconded by Greg Goodman, motion carried.**

Karen Kempert, Emergency Manager, met with the commissioners to discuss a possible grant to replace courthouse doors, as recommended by the Homeland Security assessment. Kempert asked if the commissioners would consider budgeting for a locking system if the door grant is successful. The commissioners were in agreement.

Terry Johnston, Road Supervisor, met with the commissioners and reviewed the status on the upcoming road projects. Nick Moser discussed upcoming gravel projects, to include County 33. Load limits were discussed and it was decided the county would start taking the load limit signs down on June 5, 2019, based on the state doing the same. It was reiterated that load limits remain in effect until the signs are taken down.

There was discussion on David Klein's request to install an approach on County 17 in Section 2 of Gordon Township. **Stanley Dick made a motion to approve the request, seconded by Nick Moser, motion carried.**

Johnston informed the commissioners that he requested a quote from Tri State Paving to pave spots on county roads where culverts have been replaced. The commissioners were in agreement for him to proceed if the estimate came in under \$15,000.

Stephanie Bata, Tax Director, met with the commissioners and discussed possible cities/townships needing an assessor. The commissioners were in agreement to have the Tax Director's office do the assessing during the work day and charge the townships at the same rate the assessors are charging them.

Terry Girodat, Maintenance, met with the commissioners to discuss replacing the cement at the northwest door of the courthouse to make it handicap accessible. Girodat stated his budget would cover the expense. The commissioners were in agreement.

Stanley Dick made a motion, seconded by Nick Moser, to appoint Melissa Anderson to the Education Committee, motion carried.

Kim Ruliffson and Anitha Chirumamilla, NDSU Extension, met with the commissioners to discuss the plan for the open position in the office. Various part-time/full-time/sharing options were discussed. Ruliffson explained to the commissioners that they would have time to make the decision, as other

positions in the region would need to be filled prior to this one. The commissioners asked Ruliffson to email the cost estimates for the various options.

Crystal Beggs, HR, met with the commissioners via phone conference. Updates to the timekeeping, sick, and vacation policies were reviewed. There was discussion on revising the policy where it refers to “hours” and “days” of vacation/sick accrued and taken. Beggs stated she would update it to remove the reference to days. **Greg Goodman made a motion to approve the policy as presented, seconded by Austin Lafrenz, motion carried.** Later in the meeting Beggs was contact by phone again to decide on an effective date for implementation of the policies. **Stanley Dick made a motion for the policies to become effective July 1, 2019, seconded by Greg Goodman, motion carried.** There was discussion with Beggs about doing training with the employees prior to July 1st. It was also discussed that the employees with any flex time remaining as of July 1st would have 60 days to get it used.

At 11:05 a.m. Nick Moser made a motion to recess the meeting for County Equalization, seconded by Greg Goodman, motion carried. At 12:50 p.m. Greg Goodman made a motion to close County Equalization and reconvene the regular commission meeting, seconded by Stanley Dick, motion carried.

Stanley Dick made a motion to transfer \$51.81 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, seconded by Greg Goodman, motion carried. Nick Moser made a motion to transfer \$518.07 from Road and Bridge Fund to Road and Bridge Excess Levy Fund, seconded by Austin Lafrenz, motion carried. Austin Lafrenz made a motion to transfer \$925.00 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, seconded by Stanley Dick, motion carried.

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

90813	STANLEY DICK	\$34.80	COMMISSIONERS
90814	NICK MOSER	\$149.64	COMMISSIONERS
90815	LA QUINTA INN & SUITES	\$84.60	COMMISSIONERS
90816	CAVALIER COUNTY REPUBLICAN	\$41.00	CLERK
90817	ANITA BEAUCHAMP	\$23.79	CLERK
90818	NCRAAO	\$260.00	TAX DIRECTOR
90819	JOSH PLUMMER	\$990.00	GENERAL
90820	CRYSTAL BEGGS	\$406.00	GENERAL
90821	ALLIED 100	\$59.38	GENERAL
90822	D & B MOTORS	\$82.20	GENERAL
90823	SOFTWARE INNOVATIONS	\$20,634.00	AUD/TREAS/TAX
90824	VERIZON WIRELESS	\$132.42	GENERAL/F-M/WEEED
90825	LANGDON HARDWARE & RENTAL	\$387.69	GENERAL/SHERIFF/R&B
90826	ADVANCED BUSINESS METHODS	\$636.04	CLERK/AUD/RECORD/F-M
90827	ND ASSOCIATION OF COUNTIES	\$200.00	COMMISH/AUD/TREAS
90828	SOFTWARE INNOVATIONS	\$200.00	AUD/TREAS/TAX
90829	STEIN AUTO BODY, INC.	\$1,462.11	SHERIFF/R&B
90830	KJS COMPUTER SERVICES	\$257.84	SHERIFF

90831	ADVANCED BUSINESS METHODS	\$244.23	SHERIFF
90832	CHRISTIE MOTOR SALES, INC.	\$121.60	SHERIFF
90833	QUALITY SPECIALTY PRODUCTS & PRINTING	\$36.45	DISPATCHERS
90834	KADRMAS, LEE, & JACKSON INC.	\$1,812.50	FARM - MARKET
90835	C & M HOME MARKETING	\$105.00	FARM - MARKET
90836	RDO TRUST ACCOUNT #80-5800	\$5,209.82	ROAD & BRIDGE
90837	BLUETARP CREDIT SERVICES	\$117.12	ROAD & BRIDGE
90838	DUBOIS OIL CO.,INC	\$3,226.34	ROAD & BRIDGE
90839	NEWMAN SIGNS	\$554.46	ROAD & BRIDGE
90840	MUNICH ELEVATOR & OIL CO.	\$1,943.28	ROAD & BRIDGE
90841	ERLING'S OIL, INC.	\$860.20	ROAD & BRIDGE
90842	WALHALLA COOP OIL CO.	\$42.41	ROAD & BRIDGE
90843	MIKKELSEN BROS. CONSTRUCTION	\$75.00	ROAD & BRIDGE
90844	KEVIN MIKKELSEN	\$63.60	ROAD & BRIDGE
90845	B&L INDUSTRIES	\$350.00	ROAD & BRIDGE
90846	BUSINESS ESSENTIALS	\$205.59	EMG MNGR
90847	KAREN KEMPert	\$419.12	EMG MNGR
90848	VERIZON WIRELESS	\$49.14	EMG MNGR
90849	KAREN KEMPert	\$77.27	EMG MNGR
90850	POLAR COMMUNICATIONS	\$374.00	E-911 EXCISE TAX
90851	TOM HARDY	\$24.90	VSO
90852	CURTIS STEINOLFSON	\$15.00	VSO
90853	C & M HOME MARKETING	\$35.00	VSO
90854	NDSU - DEPT 3110	\$16.32	NDSU EXT.
90855	BUSINESS ESSENTIALS	\$137.35	NDSU EXT.
90856	CAVALIER COUNTY REPUBLICAN	\$41.00	NDSU EXT.
90857	BUSINESS ESSENTIALS	\$128.73	WEED CONTROL
90858	OTTER TAIL POWER CO	\$25.42	WEED CONTROL
90859	NDSU PESTICIDE PROGRAM - DEPT 7060	\$280.00	WEED CONTROL
90860	MELODY KING	\$50.89	SOCIAL SERVICES
90861	AMY KRAM	\$85.00	SOCIAL SERVICES
90862	RICHARD FLANDERS	\$85.00	SOCIAL SERVICES
90863	TED DAHL	\$85.00	SOCIAL SERVICES
90864	DAVID J. ZEIS	\$85.00	SOCIAL SERVICES
90865	STANLEY DICK	\$85.00	SOCIAL SERVICES
90866	NDACSSB	\$35.00	SOCIAL SERVICES
90867	JOSH PLUMMER	\$520.00	SOCIAL SERVICES
90868	ADVANCED BUSINESS METHODS	\$240.00	SOCIAL SERVICES
90869	U.S. POSTAL SERVICE	\$45.00	SOCIAL SERVICES
90870	HANSEL PLUMBING & HEATING	\$79.00	SOCIAL SERVICES

At 1:45 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