

## Commissioners Proceedings

On October 24, 2019, at 1:00 p.m. the Board of Commissioners of Cavalier County, North Dakota, met at the Cavalier County Courthouse in regular session. David Zeis was not in attendance. The meeting began with the Pledge of Allegiance. Vice-Chairman Nick Moser called the meeting to order and proceeded as follows:

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

There was discussion on the motor grader from the Langdon District being repaired at RDO. Austin Lafrenz informed the commissioners that RDO and John Deere would be covering half of the repair bill. Greg Goodman informed the commission that the motor grader in the Vang District was also having some mechanical issues and that RDO would be coming up again to look at it. Goodman also informed the commission that the second furnace in the Vang shop was needing to be replaced. The commission was in agreement to proceed with replacing it.

Stanley Dick discussed the indirect cost reimbursements from the Social Services Fund to County General for 2018 and 2019. Dick explained that the state would have to approve reimbursing County General, and that it would be discussed at the Social Services working group meeting on November 1<sup>st</sup>.

**Stanley Dick made a motion to approve the 2018 Audit Report, seconded by Greg Goodman, motion carried.**

**Greg Goodman made a motion to approve the Cavalier County Emergency Declaration as a result of recent snow storm, seconded by Austin Lafrenz, motion carried.**

Espen Dalgliesh and Coby Dalgliesh met with the commissioners and discussed concerns they had with Sarles City and the county's snowplow operator. Stanley Dick stated he had been at a meeting in Sarles and that the city did not want to pay for the county to do their snow removal. It was decided later in the meeting to table the discussion on renting Sarles City's shop and charging them for snow removal until next meeting.

Terry Johnston, Road Supervisor, presented a culvert request from Gary Beck to the commissioners, which had been submitted to the Water Board. The request was for permission to install an equalizer PVC pipe in County Road 5, between Sections 2 and 3 in Seivert Township. The county was not requested to supply or install the pipe. **Stanley Dick made a motion to approve the request, seconded by Austin Lafrenz, motion carried.**

Johnston asked if the commission was in agreement to install a light bar on the Osnabrock pickup with a mount so no holes would have to be put in the roof. The commissioners were in agreement.

The bridge inventory and future inspections were discussed. Johnston informed the commissioners that DOT would no longer be doing the bridge inspections, and that it was being put out for bid to private contractors. There was also discussion on the water that was being pumped and a trench that had to be dug to save County 39 at Cole's Crossing. The current culvert is rusted out and needing to be replaced, and an additional relief culvert is being installed.

At 2:00 PM Chairman Moser asked if anyone was in attendance for the tax sale appraisal hearing. Nobody was present for it. The hearing was left open until 2:15 PM, when Moser again asked if there was anyone in attendance for the hearing. With nobody in attendance, the hearing was closed.

Crystal Beggs, HR, met with the commissioners to discuss the salary and benefit comparison. **Stanley Dick made a motion to make the recommended adjustments bring the Sheriff to 100% comp-ratio and the Deputy Sheriff to 94% comp-ratio, with the remainder of the employees receiving a 3% increase, seconded by Nick Moser, motion carried.** It was decided that in the future the prior year salary data from the NDACo site would be used for comparison so the departments have proposed salary amounts early enough to submit their budgets, and that new hires in the future would start below the 100% comp-ratio for the position. Nick Moser asked that department heads meet with HR in the future regarding any salary adjustments for added job duties. Beggs presented new formats for timekeeping to be implemented in 2020, which included detail on lunch breaks taken. The commissioners suggested the employees work with HR to get a format that will work for all offices.

The following met with the commissioners for department updates: Karen Kempert – Emergency Manager/911 Coordinator; Scott Stewart – State’s Attorney; Terry Girodat – Maintenance; Greg Fetsch – Sheriff; the Water Board and JDA were not able to attend, but submitted written updates. The loan interest rates for the purchase of a Sheriff’s patrol vehicle in 2020 were reviewed. **Stanley Dick made a motion to accept the loan interest rate of 1.75% from Farmers & Merchants State Bank, seconded by Greg Goodman, motion carried.**

The mills for the approved 2020 County General budget were reviewed. **Greg Goodman made a motion to reduce the County General levy to 35 mills and utilize more cash on hand, seconded by Stanley Dick. A roll call vote was taken, with all voting in favor.**

Stanley Dick made a motion to transfer \$1,824.56 from Road and Bridge Fund to Road and Bridge Excess Levy Fund, seconded by Greg Goodman, motion carried. Greg Goodman made a motion to transfer \$182.46 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, seconded by Austin Lafrenz, motion carried. Austin Lafrenz made a motion to transfer \$325.00 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, seconded by Stanley Dick, motion carried. Stanley Dick made a motion to transfer \$111,000.00 from Special County Highway Fund to Road and Bridge Fund, seconded by Greg Goodman, motion carried.

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

|       |                                       |            |                      |
|-------|---------------------------------------|------------|----------------------|
| 91649 | MUNICH ELEVATOR & OIL CO.             | \$42.74    | ROAD & BRIDGE        |
| 91650 | DENISE BAKER                          | \$329.03   | GENERAL-REFUND       |
| 91652 | VERIZON WIRELESS                      | \$160.69   | GENERAL/F-M/R&B/WEED |
| 91653 | OTTER TAIL POWER CO                   | \$2,658.51 | GENERAL/R&B          |
| 91654 | UNITED COMMUNICATIONS                 | \$1,295.32 | GENERAL              |
| 91655 | LANGDON CITY                          | \$359.06   | GENERAL/R&B          |
| 91670 | RADISSON HOTEL BISMARCK               | \$169.20   | COMMISSIONERS        |
| 91671 | COMPUTER EXPRESS                      | \$544.00   | CLERK                |
| 91672 | QUALITY SPECIALTY PRODUCTS & PRINTING | \$71.99    | CLERK                |
| 91673 | LISA GELLNER                          | \$318.00   | AUDITOR              |
| 91674 | LISA GELLNER                          | \$78.88    | AUDITOR              |
| 91675 | QUALITY SPECIALTY PRODUCTS & PRINTING | \$54.63    | AUDITOR              |
| 91676 | WEST PAYMENT CENTER                   | \$240.60   | STATE'S ATTORNEY     |
| 91677 | VICKI KUBAT                           | \$335.40   | RECORDER             |

|       |                                |            |                               |
|-------|--------------------------------|------------|-------------------------------|
| 91678 | BUSINESS ESSENTIALS            | \$82.71    | TAX DIRECTOR                  |
| 91679 | QUALITY INN                    | \$169.20   | TAX DIRECTOR                  |
| 91680 | STEPHANIE BATA                 | \$333.14   | TAX DIRECTOR                  |
| 91681 | DACOTAH PAPER CO.              | \$479.84   | GENERAL                       |
| 91682 | HANSEL PLUMBING & HEATING      | \$87.20    | GENERAL                       |
| 91683 | DACOTAH PAPER CO.              | \$296.41   | GENERAL                       |
| 91684 | OFFICE OF THE STATE AUDITOR    | \$4,200.00 | GENERAL                       |
| 91685 | DOCU SHRED INC.                | \$172.80   | GENERAL                       |
| 91686 | SPORTYS                        | \$252.00   | GENERAL                       |
| 91687 | BUSINESS ESSENTIALS            | \$467.70   | AUDITOR/GENERAL               |
| 91688 | MATTHEW-BENDER & CO. INC.      | \$248.80   | COMMISH/CLERK/ST ATTY/SHERIFF |
| 91689 | CAVALIER COUNTY AUDITOR        | \$91.90    | VSO/WEED                      |
| 91690 | PREMIUM WATERS, INC.           | \$97.78    | CLERK/GENERAL                 |
| 91691 | LANGDON AMOCO                  | \$403.82   | GENERAL/F-M/R&B               |
| 91692 | ADVANCED BUSINESS METHODS      | \$658.11   | CLERK/AUD/RECORD/F-M          |
| 91693 | INFORMATION TECHNOLOGY DEPT.   | \$4,399.43 | GENERAL                       |
| 91694 | COUNTRY MEDIA, INC.            | \$746.29   | COMMISH/AUDITOR               |
| 91695 | MONTANA-DAKOTA UTILITIES       | \$957.46   | GENERAL/SHERIFF/R&B           |
| 91696 | GREGORY FETSCH                 | \$131.56   | SHERIFF                       |
| 91697 | GREGORY FETSCH                 | \$153.00   | SHERIFF                       |
| 91698 | JODY M. GIRODAT                | \$81.20    | SHERIFF                       |
| 91699 | JODY M. GIRODAT                | \$52.50    | SHERIFF                       |
| 91700 | PAUL PODHRADSKY                | \$219.84   | SHERIFF                       |
| 91701 | PAUL PODHRADSKY                | \$140.54   | SHERIFF                       |
| 91702 | MID-CONTINENT CABLE CO.        | \$99.57    | SHERIFF                       |
| 91703 | ND STATE RADIO COMMUNICATIONS  | \$120.00   | SHERIFF                       |
| 91704 | HIGH POINT NETWORKS            | \$3,481.00 | SHERIFF                       |
| 91705 | CHRISTIE MOTOR SALES, INC.     | \$1,653.70 | SHERIFF                       |
| 91706 | LEEVEES FOODS                  | \$3.18     | SHERIFF                       |
| 91707 | FARMERS UNION OIL CO           | \$1,612.85 | SHERIFF                       |
| 91708 | SLEEP INN & SUITES             | \$228.00   | SHERIFF                       |
| 91709 | BALCO UNIFORM CO. INC.         | \$162.75   | SHERIFF                       |
| 91710 | SIGN IT                        | \$40.00    | SHERIFF                       |
| 91711 | SPORTS & SHIRTS                | \$50.00    | SHERIFF                       |
| 91712 | AT&T MOBILITY                  | \$649.60   | SHERIFF                       |
| 91713 | ADVANCED BUSINESS METHODS      | \$253.06   | SHERIFF                       |
| 91714 | APCO INTERNATIONAL             | \$71.00    | DISPATCHERS                   |
| 91715 | PREMIUM WATERS, INC.           | \$33.89    | DISPATCHERS                   |
| 91716 | KEVIN MIKKELSEN                | \$109.76   | ROAD & BRIDGE                 |
| 91717 | BUD'S SERVICE PRODUCTS         | \$121.21   | ROAD & BRIDGE                 |
| 91718 | HOFFARTH OIL COMPANY           | \$286.02   | ROAD & BRIDGE                 |
| 91719 | DALGLIESH ENTERPRISES          | \$481.25   | ROAD & BRIDGE                 |
| 91720 | DALGLIESH ENTERPRISES          | \$80.00    | ROAD & BRIDGE                 |
| 91721 | ND DEPT. OF TRANSPORTATION     | \$2,621.60 | ROAD & BRIDGE                 |
| 91722 | JOHN DEERE FINANCIAL           | \$35.91    | ROAD & BRIDGE                 |
| 91723 | CAVALIER RURAL ELECTRIC CO-OP. | \$75.70    | ROAD & BRIDGE                 |
| 91724 | BUTLER MACHINERY CO.           | \$127.96   | ROAD & BRIDGE                 |
| 91725 | PARK RIVER IMPLEMENT           | \$267.86   | ROAD & BRIDGE                 |
| 91726 | THE CAR CLINIC                 | \$325.00   | ROAD & BRIDGE                 |
| 91727 | MUNICH ELEVATOR & OIL CO.      | \$1,271.99 | ROAD & BRIDGE                 |
| 91728 | BLUETARP CREDIT SERVICES       | \$265.65   | ROAD & BRIDGE                 |
| 91729 | FARMERS UNION OIL CO           | \$1,728.43 | ROAD & BRIDGE                 |
| 91730 | WALHALLA COOP OIL CO.          | \$111.58   | ROAD & BRIDGE                 |
| 91731 | RICHARD'S WELDING, INC.        | \$65.00    | ROAD & BRIDGE                 |

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| 91732 | ERLING'S OIL, INC.                 | \$80.51     | ROAD & BRIDGE    |
| 91733 | DAHL TRUCK & AUTO                  | \$127.48    | ROAD & BRIDGE    |
| 91734 | CARQUEST OF LANGDON                | \$235.08    | FARM - MARKET    |
| 91735 | UNITED COMMUNICATIONS              | \$36.91     | EMG MNGR         |
| 91736 | VERIZON WIRELESS                   | \$49.58     | EMG MNGR         |
| 91737 | MOTOROLA SOLUTIONS                 | \$5,599.80  | EMG MNGR         |
| 91738 | QUALITY INN                        | \$84.60     | EMG MNGR         |
| 91739 | COUNTRY MEDIA, INC.                | \$22.08     | EMG MNGR TRUST   |
| 91740 | UNITED COMMUNICATIONS              | \$195.03    | E-911 EXCISE TAX |
| 91741 | NDTC                               | \$128.03    | E-911 EXCISE TAX |
| 91742 | ZUERCHER TECHNOLOGIES, LLC         | \$5,850.00  | E-911 EXCISE TAX |
| 91743 | LANGDON AMOCO                      | \$102.66    | VSO              |
| 91744 | CLUBHOUSE HOTEL & SUITES           | \$172.80    | VSO              |
| 91745 | LEON HILTNER                       | \$277.50    | VSO              |
| 91746 | ANITHA CHIRUMAMILLA                | \$1,180.76  | NDSU EXT.        |
| 91747 | CAVALIER COUNTY AUDITOR            | \$283.25    | NDSU EXT.        |
| 91748 | UNITED COMMUNICATIONS              | \$62.05     | NDSU EXT.        |
| 91749 | XEROX CORPORATION                  | \$202.77    | NDSU EXT.        |
| 91750 | BUSINESS ESSENTIALS                | \$52.39     | NDSU EXT.        |
| 91751 | THE CAR CLINIC                     | \$214.31    | WEED CONTROL     |
| 91752 | LANGDON HARDWARE & RENTAL          | \$38.43     | WEED CONTROL     |
| 91753 | FARMERS UNION OIL CO               | \$551.78    | WEED CONTROL     |
| 91754 | ACCUSOURCE                         | \$55.75     | WEED CONTROL     |
| 91755 | KEVLOTT TESTING SERVICES           | \$90.00     | WEED CONTROL     |
| 91756 | NDSU PESTICIDE PROGRAM - DEPT 7060 | \$140.00    | WEED CONTROL     |
| 91757 | COUNTRY MEDIA, INC.                | \$26.00     | WEED CONTROL     |
| 91758 | T.R. WAIND INS. CO. LTD.           | \$65.00     | WEED CONTROL     |
| 91759 | LARRY SEIM                         | \$1,000.00  | WEED CONTROL     |
| 91760 | LEO URLAUB                         | \$420.00    | WEED CONTROL     |
| 91761 | ROBERT URLAUB                      | \$742.50    | WEED CONTROL     |
| 91762 | VERNON GORNOWICZ                   | \$1,000.00  | WEED CONTROL     |
| 91763 | GERALD URLAUB                      | \$585.00    | WEED CONTROL     |
| 91764 | ELIZABETH MACK                     | \$335.79    | WEED CONTROL     |
| 91765 | CARPENTER'S ROCK & GRAVEL CO       | \$670.00    | WEED CONTROL     |
| 91766 | GREG HOFFMAN                       | \$115.00    | WEED CONTROL     |
| 91767 | STEVE RATZLAFF                     | \$115.00    | WEED CONTROL     |
| 91768 | ALLEN KINGZETT                     | \$115.00    | WEED CONTROL     |
| 91769 | MARK SCHNEIDER                     | \$115.00    | WEED CONTROL     |
| 91770 | VON CHRISTIANSON                   | \$115.00    | WEED CONTROL     |
| 91771 | DEVIN HURSMAN                      | \$115.00    | WEED CONTROL     |
| 91772 | BETHANY IVESDAL                    | \$150.50    | SOCIAL SERVICES  |
| 91773 | SUSAN K. (FETSCH) CROCKETT         | \$50.89     | SOCIAL SERVICES  |
| 91774 | STANLEY DICK                       | \$85.00     | SOCIAL SERVICES  |
| 91775 | AMY KRAM                           | \$85.00     | SOCIAL SERVICES  |
| 91776 | TED DAHL                           | \$85.00     | SOCIAL SERVICES  |
| 91777 | SANFORD HEALTH OCC MED CLINIC      | \$34.00     | SOCIAL SERVICES  |
| 91778 | KEVLOTT TESTING SERVICES           | \$50.00     | SOCIAL SERVICES  |
| 91779 | REDWOOD TOXICOLOGY LABORATORY      | \$39.58     | SOCIAL SERVICES  |
| 91780 | MARCOTTE BUILDER'S SUPPLY CO.      | \$28,595.18 | SOCIAL SERVICES  |
| 91781 | VISA                               | \$388.05    | SOCIAL SERVICES  |
| 91782 | VERIZON WIRELESS                   | \$164.26    | SOCIAL SERVICES  |
| 91783 | PLUMMER CONSTRUCTION               | \$27,740.00 | SOCIAL SERVICES  |
| 91784 | SAMSON ELECTRIC LTD.               | \$1,114.31  | SOCIAL SERVICES  |
| 91785 | INFORMATION TECHNOLOGY DEPT.       | \$51.61     | SOCIAL SERVICES  |

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| 91786 | AMERIPRIDE                     | \$80.54     | SOCIAL SERVICES   |
| 91787 | LANGDON CITY                   | \$114.05    | SOCIAL SERVICES   |
| 91788 | OTTER TAIL POWER CO            | \$217.54    | SOCIAL SERVICES   |
| 91789 | PREMIUM WATERS, INC.           | \$57.09     | SOCIAL SERVICES   |
| 91790 | UNITED COMMUNICATIONS          | \$680.99    | SOCIAL SERVICES   |
| 91791 | READY TALK                     | \$171.99    | SOCIAL SERVICES   |
| 91792 | MEGIN MITCHELL                 | \$12.82     | SOCIAL SERVICES   |
| 91793 | LINDA GEISEN                   | \$50.89     | SOCIAL SERVICES   |
| 91794 | RAMADA BISMARCK HOTEL          | \$171.08    | SOCIAL SERVICES   |
| 91795 | PEMBINA COUNTY SOCIAL SERVICES | \$22,311.22 | SOCIAL SERVICES   |
| 91796 | STEPHANIE BATA                 | \$63.07     | TAX DIRECTOR      |
| 91797 | NORTHEAST REGIONAL WATER       | \$55.00     | ROAD & BRIDGE     |
| 91798 | US RECORDS MIDWEST LLC         | \$4,438.00  | DOC PRESERVE FUND |
| 91799 | NICK MOSER                     | \$370.04    | COMMISSIONERS     |
| 91800 | STANLEY DICK                   | \$335.24    | COMMISSIONERS     |

At 4:40 p.m., Stanley Dick 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