

## Commissioners Proceedings

On December 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. Greg Goodman made a motion to approve the agenda, seconded by Austin Lafrenz; motion carried. Stanley Dick made a motion to approve the minutes, seconded by Greg Goodman; motion carried.

**Stanley Dick made a motion to appoint Nick Moser as Chairman and Austin Lafrenz as Vice Chairman, seconded by Greg Goodman, motion carried.**

Terry Johnston, Road Supervisor, met with the commissioners and reviewed the priority numbers on upcoming road projects. There was discussion on having KLJ prepare options for improvements to County 55 through the gorge. The commissioners asked Johnston to have KLJ do so in preparation for future grants/funding.

GPS options for the road equipment were reviewed. Greg Goodman presented an option he had looked into and stated he would check on some more options. The cost of CAT VisionLink was reviewed and later in the meeting Johnston showed the commissioners the free trial on the new motor graders.

Board Appointments:

**Water Board:** David Zeis made a motion to re-appoint Van Howatt and Charles Damschen to the Water Board, seconded by Austin Lafrenz, motion carried.

**Soils Committee:** Greg Goodman made a motion to re-appoint Mark Schneider to the Soils Committee, seconded by Stanley Dick, motion carried.

**Weed Board:** Stanley Dick made a motion to re-appoint Greg Hoffman to the Weed Board, seconded by David Zeis, motion carried.

**Public Health:** David Zeis made a motion to re-appoint Carla Symons to Neil Romfo's unexpired term on the Public Health Board, seconded by Austin Lafrenz, motion carried. Carla Symon's vacated board position will be filled at a later date.

**Planning and Zoning:** Greg Goodman made a motion to re-appoint Paul Henderson to the Planning and Zoning Board, seconded by Stanley Dick, motion carried. Ken Jennings decided not to seek re-appointment to the Planning and Zoning Board, leaving an open position needing to be filled.

**Education Committee:** Stanley Dick made a motion to re-appoint Doug Klein to the Education Committee, seconded by David Zeis, motion carried.

No letters of interest were received for any of the above positions, other than from current board members seeking re-appointment.

**Austin Lafrenz made a motion to have one precinct for the 2020 elections with one polling site at the courthouse in Langdon, seconded by David Zeis, motion carried.**

Crystal Beggs, HR, joined the meeting by phone to discuss the HR contract the county has with Ramsey County. Beggs asked the commissioners to let her know if they had any changes to her role as HR. The commissioners asked about job descriptions for the roadmen, as well as what Beggs' role with the new Social Services zones would be. Beggs stated she would check on the job descriptions, and stated it was not clear yet what her role would be with the Social Services zones. The

commissioners were in agreement to renew the HR contract with Ramsey County. Beggs stated she would get a new contract drawn up.

David Zeis made a motion to transfer \$76,000.00 from Special County Highway Fund to Road and Bridge Fund, seconded by Stanley Dick, motion carried. Austin Lafrenz made a motion to transfer \$2,240.00 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, seconded by Greg Goodman, motion carried. Stanley Dick made a motion to transfer \$1,380.00 from Road and Bridge Fund to Road and Bridge Excess Levy Fund, seconded by David Zeis, motion carried. Greg Goodman made a motion to transfer \$138.04 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, seconded by Austin Lafrenz, motion carried.

**David Zeis made a motion to review a three-year contract with The Village for the Employee Assistance Program, seconded by Greg Goodman, motion carried.**

The commissioners discussed the hiring of the FCW position in the NDSU Extension office. Greg Goodman stated that the position had been offered to an individual and that the individual had made a counter offer for pay. The commissioners were not in agreement to approve the counter offer. Goodman explained that NDSU would take the commissioners' opinion into consideration when making the hiring decision.

Greg Fetsch, Sheriff, and Karen Kempert, Emergency Manager/911 Coordinator, met with the commissioners regarding the possibility of Cavalier County taking over the dispatch of 911 calls for Towner County. Kempert explained that Towner County averages about one call per day, with additional administrative calls that would have to be taken after regular office hours. It was unclear how many administrative calls this would entail. Multiple options on the compensation for Cavalier County to take over Towner County's calls were discussed. **Greg Goodman made a motion to proceed to negotiate a contract with Towner County to take over the 911 call dispatch and administrative calls after hours, seconded by Stanley Dick, motion carried.** Kempert stated the cost of routing the calls to Cavalier County would entirely be Towner County's expense. Kempert asked the commissioners if they would consider giving Towner County one of the VHF repeater's the county is not using, if it was needed for the call transition. The commissioners were in agreement. Kempert stated the earliest the transition would happen would be February or March of 2020.

Eric Roder met with the commissioners and informed them that he had ordered windshields for the Osnabrock snowplow truck. Roder stated he would be installing them in his shop.

Commissioner departments were reviewed and updated as follows:

Road Supervisor – Nick Moser;	NDSU Extension – Greg Goodman;
VSO – David Zeis;	Emergency Manager – David Zeis;
Clerk of Court – Austin Lafrenz;	Maintenance – Nick Moser;
Tax Director – Greg Goodman;	Weed Officer – Greg Goodman;
Auditor – Nick Moser;	Treasurer – Austin Lafrenz;
Recorder – Austin Lafrenz;	Sheriff – David Zeis;
State's Attorney – Stanley Dick;	Public Health – Stanley Dick;

Board positions and road districts were also reviewed and no changes were made.

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

91940	MONTANA-DAKOTA UTILITIES	\$1,475.72	GENERAL/SHERIFF
91958	NICK MOSER	\$280.72	COMMISSIONERS
91959	LISA GELLNER	\$116.00	AUDITOR
91960	BLUE 360 MEDIA	\$70.75	STATE'S ATTORNEY
91961	TYLER TECHNOLOGIES, INC.	\$3,641.82	DOC PRESERVE FUND
91962	QUALITY SPECIALTY PRODUCTS & PRINTING	\$81.00	TAX DIRECTOR
91963	GLENN'S APPLIANCE CENTER	\$18.14	GENERAL
91964	JOSH PLUMMER	\$846.00	GENERAL
91965	COMPUTER EXPRESS	\$1,100.00	GENERAL
91966	THE VILLAGE FAMILY SERVICE CENTER	\$1,290.00	GENERAL
91967	ND ASSOCIATION OF COUNTIES	\$8,833.00	GENERAL
91968	BUSINESS ESSENTIALS	\$1,976.10	AUDITOR
91969	DOCUMENT OUTPUT CENTER LLC	\$2,287.00	TREAS/TAX/GENERAL
91970	VERIZON WIRELESS	\$160.81	GENERAL/F-M/R&B/WEED
91971	ACCUSOURCE	\$95.00	AUDITOR/R&B
91972	MATTHEW-BENDER & CO. INC.	\$249.61	COMMISH/CLERK/ST ATTY/SHERIFF
91973	ADVANCED BUSINESS METHODS	\$653.76	CLERK/AUD/RECORD/F-M
91974	LANGDON AMOCO	\$330.17	GENERAL/F-M
91975	CHRISTIE MOTOR SALES, INC.	\$178.30	SHERIFF
91976	LEXIPOL, LLC	\$6,225.00	SHERIFF
91977	US FOODS, INC.	\$154.60	SHERIFF
91978	GREGORY FETSCH	\$44.25	SHERIFF
91979	CODE 4 SERVICES	\$72.76	SHERIFF
91980	KEVIN FINNISON	\$30.00	SHERIFF
91981	ZEE MEDICAL SERVICE	\$112.00	SHERIFF
91982	NICK HOFFMAN	\$136.14	SHERIFF
91983	D & B MOTORS	\$350.00	SHERIFF
91984	PAUL PODHRADSKY	\$48.00	SHERIFF
91985	ADVANCED BUSINESS METHODS	\$253.06	SHERIFF
91986	FARMERS UNION OIL CO	\$1,801.78	SHERIFF
91987	HIGH POINT NETWORKS	\$87.50	SHERIFF
91988	BREAD PAN	\$61.92	DISPATCHERS
91989	PHIL WOLD	\$21.97	ROAD & BRIDGE
91990	KENT MIKKELSEN	\$290.00	ROAD & BRIDGE
91991	PHIL WOLD	\$290.00	ROAD & BRIDGE
91992	SHELDON ROMFO	\$290.00	ROAD & BRIDGE
91993	RICK ROSTVET	\$290.00	ROAD & BRIDGE
91994	KEVIN MIKKELSEN	\$290.00	ROAD & BRIDGE
91995	RDO EQUIPMENT COMPANY	\$19,779.13	ROAD & BRIDGE
91996	ERIC RODER	\$350.00	FARM - MARKET
91997	LISA GELLNER	\$12.50	ROAD & BRIDGE
91998	DALGLIESH ENTERPRISES	\$250.26	ROAD & BRIDGE
91999	WITZEL CONSTRUCTION LLC	\$19,022.36	FARM - MARKET
92001	DALE ANDERSEN	\$2,290.00	ROAD & BRIDGE
92002	SIGN IT	\$650.00	ROAD & BRIDGE
92003	SHAWN HALL	\$270.00	ROAD & BRIDGE
92004	KADRMAS, LEE, & JACKSON INC.	\$4,006.17	ROAD & BRIDGE
92005	NORMONT EQUIPMENT CO	\$40.19	ROAD & BRIDGE
92006	RICHARD'S WELDING, INC.	\$8,412.70	ROAD & BRIDGE
92007	DAHL TRUCK & AUTO	\$2,776.43	ROAD & BRIDGE
92008	STEIN AUTO BODY, INC.	\$483.00	ROAD & BRIDGE

92009	ERLING'S OIL, INC.	\$3,071.98	ROAD & BRIDGE
92010	FARMERS UNION OIL CO	\$4,444.56	ROAD & BRIDGE
92011	KAREN KEMPERT	\$51.04	EMG MNGR
92012	POLAR COMMUNICATIONS	\$373.70	E-911 EXCISE TAX
92013	CURTIS STEINOLFSON	\$20.00	VSO
92014	STEIN AUTO BODY, INC.	\$50.00	VSO
92015	XEROX CORPORATION	\$176.27	NDSU EXT.
92016	NDSU - DEPT 3110	\$11.29	NDSU EXT.
92017	NDSU - DEPT 3110	\$497.25	NDSU EXT.
92018	NDSU EXTENSION - KIDDER COUNTY	\$75.00	NDSU EXT.
92019	NDSU - STUTSMAN COUNTY	\$20.00	NDSU EXT.
92020	OTTER TAIL POWER CO	\$22.67	WEED CONTROL
92021	CARRINGTON RESEARCH CENTER	\$50.00	WEED CONTROL
92022	MARCOTTE BUILDER'S SUPPLY CO.	\$143.96	SOCIAL SERVICES
92023	ADVANCED BUSINESS METHODS	\$245.13	SOCIAL SERVICES
92024	CARL HOFFARTH	\$175.00	SOCIAL SERVICES
92025	MONTANA-DAKOTA UTILITIES	\$75.66	SOCIAL SERVICES
92026	QUILL CORPORATION	\$322.64	SOCIAL SERVICES
92027	RICHARD FLANDERS	\$85.00	SOCIAL SERVICES
92028	AMY KRAM	\$85.00	SOCIAL SERVICES
92029	STANLEY DICK	\$85.00	SOCIAL SERVICES
92030	TED DAHL	\$85.00	SOCIAL SERVICES
92031	JOSH PLUMMER	\$520.00	SOCIAL SERVICES
92032	CARQUEST OF LANGDON	\$290.01	SHERIFF/R&B
92033	NORTHEAST REGIONAL WATER	\$55.00	ROAD & BRIDGE

At 12:05 p.m., David Zeis made a motion to adjourn the meeting, seconded by Greg Goodman; motion carried.

*Board of Commissioners  
Cavalier County, North Dakota*

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Nick Moser – Chairman

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Austin Lafrenz – Vice Chairman

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Greg Goodman

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Stanley Dick

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David Zeis

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Attest: Lisa Gellner - Auditor