

Commissioners Proceedings

On January 21, 2020, at 1:00 p.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 Nick Moser called the meeting to order and proceeded as follows:

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

There was discussion on an estimate of \$1,137.00 received from Dalgleish Enterprises for removing trees from the county road right of way east of Sarles with a backhoe. **Greg Goodman made a motion to have the trees removed by Dalgleish, seconded by Stanley Dick, motion carried.**

David Zeis made a motion to approve a letter to the Domestic Violence & Abuse Center to provide them in kind office space, seconded by Austin Lafrenz, motion carried.

Terry Johnston, Road Supervisor, and Jeff Daley, KJL, met with the commissioners and reviewed an updated road project map. Daley discussed many variables that would go into getting a cost estimate together for paving County 55 through the gorge. The commissioners asked Daley to get a few quotes on the cost for a geotechnical requirements study, which would assist in determining the requirements and options for the project moving forward.

Johnston also discussed the agreement DOT had sent to have an engineering company do the bridge inspections in the future. The commissioners asked Johnston to have Scott Stewart, State's Attorney, review the agreement before approving it.

The job description for the part-time seasonal snowplow drivers was reviewed. The commissioners stated they would get the drivers to sign off on the job description.

Stanley Dick made a motion to amend the following 2019 Expenditures: County General \$25,736.53 (reimbursable expenses); County Road \$202.01 (abatements); FEMA Road 2017 \$217,870.78 (reimbursable expenses); Social Services \$54,689.51 (reimbursable expenses); County Poor \$14.00 (abatements); Emergency Fund \$11.20 (abatements); VSO \$4,956.08 (reimbursable expenses); 24/7 Trust (Sheriff) \$385.00; Vanguard Receivables \$1,755.00; Emergency Manger Trust Acct \$22.08; Document Preservation \$8,416.42; seconded by David Zeis, motion carried.

David Zeis made a motion to approve the E911 Agreement with Towner County and to review it during budgeting, seconded by Greg Goodman, motion carried.

Stephanie Bata, Tax Director, met with the commissioners and followed up on what she had received on the Forest Stewardship Contracts. Bata presented a list of the contracts that were renewed this year. Bata stated there are 22,730 acres in the program, which includes 2,520 acres added with new contracts in the past five years. The county's value for trees which are not in the Forest Stewardship Program was also reviewed, which is currently at \$200/acre. David Zeis made a motion to approve the list of contract renewals. The motion failed for the lack of a second. Bata gave the commissioners a department update, during which she asked the commissioners what they wanted to charge the townships and small cities for the county doing assessing when they do not have an assessor. The

commissioners decided the cost would be \$750. Bata asked about the mileage they would incur while assessing and the commissioners suggested using the county car when possible, but turn in mileage if personal vehicles need to be used. The February 1st and March 31st deadlines for Farm Residence Exemptions were also discussed, which leaves very little time for assessing if the deadline is not met.

Stanley Dick made a motion to appoint the following to the JDA Board: Susan Fay Crockett; Todd Borchardt; Daren Christianson; Bill Mack; and Bryan Anderson; seconded by Austin Lafrenz, motion carried. Greg Goodman abstained from voting on the motion.

Stanley Dick made a motion to appoint Elsie Magnus to the Planning and Zoning Board, seconded by David Zeis, motion carried.

Cindy Stremick, Treasurer, did a department update. Stremick brought the following pledges: Choice Financial – pledge pool of \$112,000,000; Farmers & Merchants State Bank – security of pledges of \$8,430,740, and Bank of North Dakota being covered under \$250,000 FDIC. **David Zeis made a motion to accept and approve the security of pledges, seconded by Greg Goodman, motion carried.** Stremick stated she would look into interest rates on the checking accounts and for the CD coming due soon.

The following presented department updates: Terri Gustafson, Public Health; Vicki Kubat, Recorder; Jill Denault, Social Services; and Anita Beauchamp, Clerk of Court. Terri Gustafson visited with the commissioners and they were in agreement to place a grant supplied Narcan Kit next to the AED in the courthouse. Gustafson stated she would be willing to train employees how to use the Narcan.

Crystal Beggs, HR, visited with the commissioners via phone conference and recommended quarterly employee on-line training which is provided at no charge through ND Insurance Reserve. The commissioners decided to have the employees start with two training sessions per year. Beggs stated she would work with the employees to get set up for the on-line training and suggested the anti-harassment and FMLA training sessions for 2020. The commissioners were in agreement. Jill Denault, Social Services, stated she had concern with the straight time that was needing to be paid out to her employees, especially on a week with a holiday, when she is unable to get the time back to the employees the same week. Beggs stated that regulation required it. The commissioners asked Beggs to check with the Department of Labor or the State’s Attorney to see if the employees could be compensated in time off rather than pay, similar to comp time. Beggs stated she would check on it. The commissioners also asked Beggs how to handle the time roadmen worked on a holiday. She stated they are considered essential personnel and they could be reimbursed with vacation time, given equal to the hours they worked during the holiday.

David Zeis made a motion to transfer \$59,019.75 from Vanguard Receivables Fund to County General Fund, seconded by Stanley Dick, motion carried.

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

92501	WEST HOPE TOWNSHIP CLERK/TREASURER	\$4,546.65	2017 FEMA ROAD FUND
92502	NICK MOSER	\$156.60	COMMISSIONERS
92503	STANLEY DICK	\$111.55	COMMISSIONERS
92504	COUNTRY MEDIA, INC.	\$512.57	COMMISSIONERS
92505	SIGN IT	\$125.00	AUDITOR
92506	PREMIUM WATERS, INC.	\$10.00	CLERK
92507	AVI SYSTEMS, INC	\$1,605.00	CLERK

92508	BLUE 360 MEDIA	\$70.75	STATE'S ATTORNEY
92509	SIDWELL	\$11,700.00	TAX DIRECTOR
92510	SAMSON ELECTRIC LTD.	\$1,291.50	GENERAL
92511	DACOTAH PAPER CO.	\$316.96	GENERAL
92512	PREMIUM WATERS, INC.	\$49.31	GENERAL
92513	DOMESTIC VIOLENCE & ABUSE CENTER	\$1,653.78	GENERAL
92514	COMPUTER EXPRESS	\$1,100.00	GENERAL
92515	UNITED COMMUNICATIONS	\$1,316.71	GENERAL
92516	OTTER TAIL POWER CO	\$2,802.10	GENERAL/R&B
92517	US FOODS, INC.	\$101.50	SHERIFF
92518	UNIFORM CENTER	\$114.00	SHERIFF
92519	JOSH PLUMMER	\$250.00	SHERIFF
92520	CAVALIER CO MEMORIAL HOSPITAL	\$818.21	SHERIFF
92521	FEDEX	\$29.76	SHERIFF
92522	ZEE MEDICAL SERVICE	\$30.50	SHERIFF
92523	SAMSON ELECTRIC LTD.	\$115.50	SHERIFF
92524	ND ASSOCIATION OF COUNTIES	\$400.00	SHERIFF
92525	GALLS, LLC	\$13.52	SHERIFF
92526	AT&T MOBILITY	\$648.96	SHERIFF
92527	JOHN METZGER	\$40.31	SHERIFF
92528	PREMIUM WATERS, INC.	\$35.49	DISPATCHERS
92529	LANGDON MOTOR INN	\$76.00	DISPATCHERS
92530	CAVALIER RURAL ELECTRIC CO-OP.	\$108.15	ROAD & BRIDGE
92531	JOHN DEERE FINANCIAL	\$697.58	ROAD & BRIDGE
92532	SNOW WHEEL SYSTEM, INC.	\$1,813.75	ROAD & BRIDGE
92533	ERLING'S OIL, INC.	\$965.58	ROAD & BRIDGE
92534	VERIZON WIRELESS	\$49.36	EMG MNGR
92535	NDTC	\$128.03	E-911 EXCISE TAX
92536	ND 911 ASSOCIATION	\$50.00	EMG MNGR
92537	TOM HARDY	\$232.30	VSO
92538	CURTIS STEINOLFSON	\$12.00	VSO
92539	UNITED COMMUNICATIONS	\$56.88	NDSU EXT.
92540	NDSU EXT	\$7,015.60	NDSU EXT.
92541	POSITIVE PROMOTIONS	\$96.72	NDSU EXT.
92542	XEROX CORPORATION	\$236.94	NDSU EXT.
92543	SAMSON ELECTRIC LTD.	\$299.93	WEED CONTROL
92544	RAMADA BISMARCK HOTEL	\$10.20	WEED CONTROL
92545	JOSHUA SHORT	\$301.30	WEED CONTROL
92546	CAVALIER COUNTY AUDITOR	\$41.05	WEED CONTROL
92547	MARCOTTE BUILDER'S SUPPLY CO.	\$21,911.62	WEED CONTROL
92548	DEBRA FRASER	\$86.23	HUMAN SERV. ZONE
92549	VISA	\$133.15	HUMAN SERV. ZONE
92550	INFORMATION TECHNOLOGY DEPT.	\$50.47	HUMAN SERV. ZONE
92551	KAREN ANDERSON	\$121.30	HUMAN SERV. ZONE
92552	JANNE MYRDAL	\$50.00	HUMAN SERV. ZONE
92553	AMY KRAM	\$73.00	HUMAN SERV. ZONE
92554	STANLEY DICK	\$84.50	HUMAN SERV. ZONE
92555	READY TALK	\$139.61	SOCIAL SERVICES
92556	T.R. WAIND INS. CO. LTD.	\$1,306.00	SOCIAL SERVICES
92557	PREMIUM WATERS, INC.	\$51.49	SOCIAL SERVICES
92558	VISA	\$378.40	HUMAN SERV. ZONE
92559	BJORNSON OIL	\$60.74	HUMAN SERV. ZONE
92561	COMFORT SUITES BISMARCK	\$84.00	HUMAN SERV. ZONE
92562	INFORMATION TECHNOLOGY DEPT.	\$75.35	HUMAN SERV. ZONE
92563	NORTHDALE OIL	\$25.49	HUMAN SERV. ZONE
92564	PEMBINA CO. HIGHWAY DEPT	\$377.60	HUMAN SERV. ZONE
92565	VERIZON WIRELESS	\$272.40	HUMAN SERV. ZONE
92566	QUILL CORPORATION	\$41.94	HUMAN SERV. ZONE
92567	SANFORD	\$312.00	HUMAN SERV. ZONE

At 4:55 p.m., Stanley Dick made a motion to adjourn the meeting, seconded by David Zeis; motion carried.

Commissioners Proceedings – Special Meeting

On January 23, 2020, at 9:00 a.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 Nick Moser called the meeting to order and proceeded as follows:

Stanley Dick made a motion to approve the agenda, seconded by David Zeis, motion carried.

Stephanie Bata, Tax Director, met with the commissioners to review the status of the Forest Stewardship contracts/renewals. Bata stated that she now had a complete list of all the contracts, as well as the signed renewals from 2019. Josh Wolk, ND Forestry, met with the commissioners and explained the process for new contracts, as well as contract renewals. There was much discussion on the administration of the program needing to be updated in the ND Century Code, as well as the amount per acre needing to be increased for the program.

Greg Goodman made a motion to approve the 5,183.3 acres in the Forest Stewardship program up for renewal, agree the existing program acres will still be in the program, and that Cavalier County Commission will not accept any new applications or renewals going forward unless there is a future change by the commission, seconded by Stanley Dick. A roll call vote was taken: Stanley Dick – no; Austin Lafrenz – yes; Greg Goodman – yes; David Zeis – yes; Nick Moser – no. Motion carried 3 to 2.

At 10:35 a.m. David Zeis made a motion to adjourn, seconded by Austin Lafrenz, motion carried.

*Board of Commissioners
Cavalier County, North Dakota*

Nick Moser – Chairman

Austin Lafrenz – Vice Chairman

Greg Goodman

Stanley Dick

David Zeis

Attest: Lisa Gellner - Auditor