

Commissioners Proceedings

On February 2, 2021, 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. Due to the COVID-19 pandemic there was limited audience capacity in the courthouse meeting rooms. Webex was utilized for those wanting to attend the meeting virtually. The meeting began with the Pledge of Allegiance. Chairman Austin Lafrenz called the meeting to order and proceeded as follows:

Lafrenz asked if there were any changes to the agenda. Lisa Gellner, Auditor, added Anita Beauchamp, Clerk of Court to the agenda at 11:00 a.m. Nick Moser made a motion to approve the agenda with the addition to the agenda, seconded by Greg Goodman; motion carried. Stanley Dick made a motion to approve the minutes, seconded by David Zeis; motion carried.

Terry Johnston, Road Supervisor, met with the commissioners and reviewed the road project updates from KLJ. Johnston asked the commission what they wanted for gravel specs on the upcoming County 13 gravel project. It was decided to use the same gravel specs that were used for the County 55 project. The commission agreed to pay 100% of the construction engineering for the County 13 project from Road & Bridge Excess Levy Fund.

Greg Goodman asked the other commissioners to put a list of county roads together that are needing to be reclaimed this spring by the end of March so they can be prioritized. Terry Johnston stated that County 13 needed to be made a priority so it is ready for the gravel project. Goodman stated that the list will also be given to Josh Short, Weed Officer, so he can make sure the weeds get sprayed after the reclaiming is done.

The pickup in the Munich District was discussed due to some trouble with the transmission. After reviewing the mileage on pickups in the other districts, it was decided to advertise for bids on up to four new $\frac{3}{4}$ ton work pickups with delivery by September 30, 2021. The commissioners agreed they would see what the bids come in at and then decide if they would purchase one or more pickups.

After reviewing interest rates on the county's loans, as well as current cash on hand, **Nick Moser made a motion to pay off the courthouse boiler pipe loan and the two snowplow truck loans from County General, seconded by Greg Goodman, motion carried.** It was decided to take the payoff amounts out of the County General CD when it renews.

Karen Kempert, Emergency Manager/911 Coordinator, met with the commissioners and informed them that a \$5,000 grant was received to pay for jail windows due and a disinfectant sprayer for the courthouse, related to the COVID-19 pandemic. Kempert also asked the commissioners to ratify the county's Emergency Declaration, acknowledging that the county is still in the response phase of COVID-19 pandemic. **Nick Moser made a motion to ratify the Emergency Declaration, seconded by David Zeis, motion carried.** The proposed Towner County E-911 contract for 2021 was reviewed. Approval of the contract will be put on the agenda once it is approved in Towner County.

Updates to the county's Policy Manual were reviewed, to include removal of references for the Social Service department, due to the fact that there is now a separate policy manual for zone employees, the addition of over-time being allowed for exempt employees during a declared emergency, and contact information for HR. **Nick Moser made a motion to approve the updates to the Policy Manual, seconded by Greg Goodman, motion carried.**

Nick Moser presented costs to increase the VSO position. **David Zeis made a motion to increase the position .5 day per week, seconded by Stanley Dick. A roll call vote was taken, with all members voting in favor.** The additional expense not included in the 2021 budget will be amended at the end of the year.

Anita Beauchamp, Clerk of Court, met with the commissioners and informed them that Judge Agotness will have her office here in the Cavalier County Courthouse. Beauchamp informed the commissioners a designated parking spot would be needed for the Judge's state vehicle so it can be plugged in. The commissioners thought the east side of the law enforcement building would work. There was discussion on the lack of parking in the courthouse parking lot with the additional vehicles needing spots.

The commissioners discussed the email they received from ND Forest Service regarding the Forest Stewardship contracts. It was decided that Steph Bata's response to the email would suffice.

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

95255	NICK MOSER	\$146.72	COMM
95256	VANGUARD APPRAISALS, INC	\$3,300.00	TX DIR
95257	COMPUTER EXPRESS	\$630.00	MISC
95258	MID AMERICAN RESEARCH CHEMICAL	\$1,927.75	MAINT
95259	DARYLS LOCKSMITH SHOP	\$45.00	MAINT
95260	ADVANCED BUSINESS METHODS	\$666.82	GEN/F-M
95261	MONTANA-DAKOTA UTILITIES	\$1,938.24	GEN/R&B
95262	BUSINESS ESSENTIALS	\$114.23	TX DIR
95263	JOSH PLUMMER	\$873.00	MAINT
95264	NORTHERN PLAINS RC&D COUNCIL	\$300.00	COMM
95265	SOFTWARE INNOVATIONS	\$750.00	MISC
95266	R. SCOTT STEWART	\$112.50	MISC
95267	ND COUNTY TREASURERS ASSOCIATION	\$200.00	TREAS
95268	QUALITY INN	\$172.80	SHERIFF
95269	CITY OF DEVILS LAKE	\$10,000.00	SHERIFF
95270	D & B MOTORS	\$1,178.40	SHERIFF
95271	AT&T MOBILITY	\$1,027.47	SHERIFF
95272	ADVANCED BUSINESS METHODS	\$261.97	SHERIFF
95273	ND ASSOCIATION OF COUNTIES	\$400.00	SHERIFF
95274	STREICHER'S	\$174.96	SHERIFF
95275	CARQUEST OF LANGDON	\$7.08	R&B
95276	NORTHEAST REGIONAL WATER	\$55.00	R&B
95277	LANGDON HARDWARE & RENTAL	\$17.99	R&B
95278	STEIN AUTO BODY, INC.	\$453.45	R&B
95279	SHAWN HALL	\$190.40	R&B
95280	DAHL TRUCK & AUTO	\$467.06	R&B
95281	BLUETARP CREDIT SERVICES	\$273.39	R&B
95282	WALHALLA COOP OIL CO.	\$95.20	R&B
95283	VERIZON WIRELESS	\$153.25	MAINT/F-M/R&B/WEED
95284	JARED JOHNSON	\$375.00	F-M
95285	KLJ ENGINEERING LLC	\$1,850.00	F-M

95286	RAZOR TRACKING, INC.	\$300.00	R&B
95287	POLAR COMMUNICATIONS	\$373.70	E-911
95288	LANGDON AMOCO	\$538.93	VSO
95289	FARMERS UNION OIL CO	\$15.20	VSO
95290	MONTANA-DAKOTA UTILITIES	\$87.09	WEED
95292	OTTER TAIL POWER CO	\$40.53	WEED
95293	QUILL CORPORATION	\$218.98	SS
95294	MONTANA-DAKOTA UTILITIES	\$131.49	SS
95295	JOSH PLUMMER	\$600.00	SS
95296	THE VILLAGE FAMILY SERVICE CENTER	\$1,026.00	NVHSZ
95297	DISCOVER	\$93.77	NVHSZ
95298	QUILL CORPORATION	\$34.07	NVHSZ
95299	QUILL CORPORATION	\$149.05	NVHSZ
95300	OTTER TAIL POWER CO	\$131.13	NVHSZ
95301	BUSINESS ESSENTIALS	\$45.96	WEED
95302	ND ASSOCIATION OF COUNTIES	\$499.86	E-911
95303	ND STATE TREASURER	\$13,157.00	FEES
DD	PAYROLL	\$130,658.17	GEN
DD	PAYROLL	\$3,261.00	NDSU EXT
DD	PAYROLL	\$147,028.24	NVHSZ
DD	PAYROLL	\$5,401.00	F-M
DD	PAYROLL	\$1,497.88	VSO
DD	PAYROLL	\$31,665.00	R&B
DD	PAYROLL	\$3,250.00	WEED

At 11:30 a.m. Nick Moser made a motion to adjourn the meeting, seconded by Greg Goodman; motion carried.

*Board of Commissioners
Cavalier County, North Dakota*

Austin Lafrenz – Chairman

Greg Goodman – Vice Chairman

Stanley Dick

David Zeis

Nick Moser

Attest: Lisa Gellner - Auditor