

Commissioners Proceedings

On September 21, 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. 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. Nick Moser made a motion to approve the agenda, seconded by Greg Goodman; motion carried. David Zeis made a motion to approve the minutes, seconded by Stanley Dick; motion carried.

Steph Welsh, Public Health, met with the commissioners regarding recent legislation that designated the Public Health office as one of the locations for "Safe Baby Haven". Welsh asked the commissioners to purchase window clings for the courthouse entrances with Safe Baby Haven instructions for after office hours. **David Zeis made a motion to purchase Safe Baby Haven window clings for all courthouse entrances, seconded by Stanley Dick, motion carried.** Welsh also reported on the percentage of vaccinated population and positive COVID cases in the county.

Greg Goodman wanted a reminder given to county employees/elected officials that they need to clarify input at public meetings/forums as personal and not connected to their employment with Cavalier County. Goodman stated he would put an email together to send to county employees.

Terry Johnston, Road Supervisor, and Jeff Daley, KLJ, met with the commissioners and reviewed the status of current road projects. Daley asked the commissioners if they wanted to apply for Special Road Funding (SRF) through NDDOT for the road going to Mt. Carmel Dam, and what type of project they wanted to request. Moser stated that ideally a pavement project, but funding most likely would only allow for a gravel lift and re-shaping. Commissioners were in agreement that a gravel project with improvements to the road for a future pavement project would be beneficial. Daley stated he would put together project options and submit an application by the November 30th due date. Daley also gave the commissioners and update on crushed concrete options he had looked into.

Commissioners discussed options for verification of yards/loads of gravel requested on county roads. Daley suggested weight tickets from contractors. It was decided that spot checking number of loads with additional seasonal help or by the roadmen would be a viable option.

Johnston informed the commissioners that they could get a v-plow with attachment/hooks for the new snowplow truck from Little Falls Machine for \$17,850.00, plus delivery. **Nick Moser made a motion to purchase the v-plow and attachment for \$17,850.00 plus delivery, seconded by David Zeis, motion carried.** It was decided to pay for the v-plow from Road & Bridge Equipment Replacement.

Snowplow drivers for the upcoming season were discussed. All drivers stated they would be returning. Lafrenz stated he would check with the last driver they had in the Langdon District to see if he would be able to fill in if needed.

The Trojan loader in the Vang District was discussed. It was decided to bring it to Langdon and run an ad to sell it.

The Road & Bridge/Farm to Market budgets were reviewed with additional projects included to comply with the cash reserve allowance. A transfer to Capital Projects was included to save funds for the next pavement overlay project.

Lesley Lubenow, NDSU District Director, and Katie Henry, NDSU Extension, met with the commissioners and discussed the vacancy they will have in the extension office. Henry stated that she would help manage programs and arrange for help from other extension agents until the position is filled. Lubenow asked the commissioners if they wanted to continue to fund a full-time position. The timeline for the required vote by

2024 to be able to continue the same maximum number of mills for extension was also discussed. Lubenow suggested putting the levy on the ballot for the 2022 Primary Election. The commissioners did not want it on the ballot that soon and tabled it for now. It was discussed that if the vote to continue with the same maximum mills for extension is not successful, the county would have to either reduce staff or partially fund NDSU Extension from County General. **Nick Moser made a motion to hire a new full-time extension agent, seconded by Greg Goodman, motion carried.**

Nick Moser made a motion to approve changes to section 302 HOLIDAYS and section 401 TIMEKEEPING in the Employee Policy Manual, effective October 1, 2021, seconded by David Zeis, motion carried.

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

97000	OFFICE OF STATE AUDITOR	\$19,725.00	GEN
97001	CAVALIER COUNTY MVD	\$11.50	R&B
97002	DAVID J. ZEIS	\$178.64	COMM
97003	COMPUTER EXPRESS	\$1,469.00	GEN
97004	SPORTS & SHIRTS	\$60.00	TX DIR
97005	GARY BIMLER	\$125.00	CLERK
97006	QUADIENT LEASING USA INC	\$977.10	MISC
97007	LANGDON AREA CHAMBER OF COMMERCE	\$175.00	COMM
97008	JUNQUE DECOR	\$391.78	MAINT
97009	MONTANA-DAKOTA UTILITIES	\$399.91	GEN/R&B
97010	UNITED COMMUNICATIONS	\$1,308.69	GEN/R&B/F-M
97011	OTTER TAIL POWER CO	\$3,038.80	GEN/R&B
97012	INFORMATION TECHNOLOGY DEPT.	\$5,106.53	GEN/E-911
97013	BOBS HAIRCUTTING	\$50.00	SHERIFF
97014	SHANE GALLAGHER	\$535.04	SHERIFF
97015	JODY M. GIRODAT	\$84.00	DISP
97016	JOSH PLUMMER	\$250.00	SHERIFF
97017	POST BOARD	\$90.00	SHERIFF
97018	BALCO UNIFORM CO. INC.	\$252.41	SHERIFF
97020	DANIELLE LINDSETH	\$96.46	SHERIFF
97021	MID-CONTINENT CABLE CO.	\$102.24	SHERIFF
97022	JOHN DEERE FINANCIAL	\$1,397.61	R&B
97023	KEVIN MIKKELSEN	\$61.60	R&B
97024	WITZEL CONSTRUCTION LLC	\$8,400.00	R&B
97025	BLUETARP CREDIT SERVICES	\$325.12	R&B
97026	CAVALIER RURAL ELECTRIC CO-OP.	\$70.66	R&B
97027	KAREN KEMPert	\$221.95	EMG MGR
97028	VERIZON WIRELESS	\$47.53	EMG MGR
97029	QUALITY PRINTING	\$7.00	WEED
97030	LEO URLAUB	\$567.00	WEED
97031	NUTRIEN AG SOLUTIONS	\$7,406.40	WEED
97032	UNITED COMMUNICATIONS	\$60.17	NDSU EXT.
97033	ANITHA CHIRUMAMILLA	\$60.00	NDSU EXT.
97034	NDSU - DEPT 3110	\$200.00	NDSU EX TR
97035	KATIE HENRY	\$212.80	NDSU EXT.
97036	ANITHA CHIRUMAMILLA	\$461.44	NDSU EXT.

97037	BUSINESS ESSENTIALS	\$54.79	NDSU EXT.
97038	XEROX CORPORATION	\$270.32	NDSU EXT.
97039	OTTER TAIL POWER CO	\$161.67	SS
97040	VERIZON WIRELESS	\$1,633.06	SS/NVHSZ
97041	TERRI MACHART	\$17.50	NVHSZ
97042	VISA	\$1,388.75	NVHSZ
97043	VISA	\$2,410.92	NVHSZ
97044	INFORMATION TECHNOLOGY DEPT.	\$157.30	SS/NVHSZ
97045	LIFE SKILLS AND TRANSITION CENTER	\$30.00	NVHSZ
97046	RURAL PSYCHIATRY ASSOCIATES	\$50.00	NVHSZ
97047	CAVALIER MUNICIPAL UTILITIES	\$399.68	NVHSZ
97048	S&A, INC.	\$40.00	NVHSZ
97049	BJORNSON OIL CO	\$25.00	NVHSZ
97050	TOLLEFSON FUNERAL HOME	\$1,900.00	NVHSZ
97051	WALSH COUNTY HIGHWAY DEPT	\$484.98	NVHSZ
97052	LANGDON MOTOR INN	\$91.52	NVHSZ
97053	ERLING'S OIL, INC.	\$983.50	R&B
97054	STEIN AUTO BODY, INC.	\$932.68	SHERIFF

At 11:00 a.m. Nick Moser made a motion to recess the regular commission meeting for the 2022 Final Budget Hearing, seconded by Greg Goodman, motion carried. At 11:20 a.m. with nobody coming to the Final Budget Hearing, David Zeis made a motion to close the hearing and re-convene the regular commission meeting, seconded by Stanley Dick, motion carried. Nick Moser and Austin Lafrenz had to leave the meeting for a fire call during the hearing.

Stanley Dick made a motion to approve the 2022 Final Budget, seconded by David Zeis, motion carried.

At 11:25 a.m., Stanley Dick made a motion to adjourn the meeting, seconded by David Zeis; 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