

Cavalier County Commission Proceedings

On November 7, 2023, at 8:30 a.m. the Board of Commissioners of Cavalier County, North Dakota, met at the Cavalier County Courthouse in regular session. Nick Moser was not in attendance. The meeting began with the Pledge of Allegiance. Chairman Stanley Dick called the meeting to order and proceeded as follows:

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

Angelo Mondragon, State's Attorney, met with the commissioners to request a new bank account be opened named CCSO Evidence Account to be utilized by the Sheriff for criminal investigations and seizures. **David Zeis made a motion to open a new checking account named CCSO Evidence Account requiring two signatures and the following individuals be authorized signatures on the account: Treasurer, Auditor, Sheriff, and State's Attorney, seconded by Austin Lafrenz. A roll call vote was taken with all voting "yes". Nick Moser was not in attendance to vote. Motion carried.** Mondragon made a \$5.00 personal donation to be deposited into the new account.

Sheldon Romfo, Road Foreman, met with the commissioners and reviewed the road project updates from KLJ. Romfo updated the commissioners on the newly hired road operators: Travis Hansel – motor grader operator stationed in Langdon; Jake Romfo – motor grader operator stationed in Vang; Adam Weber – snowplow operator stationed in Osnabrock. Romfo stated one of the snowplow operators requested a county vehicle to drive to the Munich shop. The commissioners stated vehicles would not be supplied for part-time operators to drive to work.

There was brief discussion on water/sewer installation options for the proposed lot from Langdon City for the shop project. Other possible locations were discussed. Call for bid options will be further discussed once an engineer is selected for the project.

A culvert request for (2) culverts between sections 29 and 32 in Minto Township was reviewed. **David Zeis made a motion to approve the request, seconded by Greg Goodman, motion carried.**

No bids were received by the advertised deadline for the new building in Vang. **David Zeis made a motion to extend the bid deadline until the November 21st commission meeting, seconded by Greg Goodman, motion carried.**

Anita Beauchamp, Clerk of Court, met with the commissioners and presented a proposed application for the Court Facilities Grant. Beauchamp proposed a new desk for the Deputy Clerk of Court, as well as some high back chairs for the courtroom. Total grant application \$7,484.20, including the county's grant match of \$1,871.20, if the grant is approved, which had been included in the Clerk of Court budget for 2024. **David Zeis made a motion to approve the application, seconded by Austin Lafrenz, motion carried.**

Beauchamp also explained that the county is required to pay for the attorney fees for mental health cases and suggested the commissioners set a \$165/hour recommended fee for the attorney who are asked to represent the mental health cases. **Greg Goodman made a motion for the recommended hourly rate for mental health attorneys be \$165/hour; and that the Judge can override the hourly rate if an attorney cannot be retained at that rate; seconded by Austin Lafrenz, motion carried.**

Stephanie Bata, Tax Director, met with the commissioners regarding incorrect drain special assessment lists her office has been receiving from the Water Board secretary. Multiple examples of incorrect parcel number lists and unanswered emails to the Water Board secretary were given by Bata. Shauna Schneider explained that she had submitted the parcel lists on behalf of the Water Board in the past and reiterated the process to review and update the assessment lists, and the importance of making sure the lists of parcels are accurate. Angelo Mondragon, State’s Attorney, discussed multiple options with the commissioners, including the option of not putting the special assessments on the tax statements until they are corrected. After much discussion and based on the lack of time remaining to enter the data for the tax statements, **Greg Goodman made a motion to accept the most recent Excel workbook of drain special assessments from the Water Board; correct the currently known errors; and direct the State’s Attorney to hand deliver a letter addressing the drain assessment issues to the Water Board requesting the spreadsheets be corrected, updated, and put in non-editable format with only the current year drain assessment lists included by May 31, 2024, and if not, the commissioners will not accept the 2024 assessments to be put on tax statements, seconded by David Zeis. A roll call vote was taken, with all voting “yes”. Nick Moser was not in attendance to vote. Motion carried.**

Austin Lafrenz made a motion to transfer \$200,000.00 from Special County Highway Fund to Road & Bridge Fund, seconded by Greg Goodman, motion carried. Greg Goodman made a motion to transfer \$22.00 from Road & Bridge Fund to Road & Bridge Equipment Replacement Fund, seconded by David Zeis, motion carried.

Shannon Duerr, JDA, met with the commissioners to request a line-item change to the 2024 budget, moving the contract line item to salary/benefits to be used to hire an employee. **David Zeis made a motion to make the line-item change to the 2024 budget, seconded by Greg Goodman, motion carried.**

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

102774	SOUTH OLGA TOWNSHIP CLERK/TREASURER	\$3,131.40	FEMA
102775	CAVALIER COUNTY AUDITOR	\$22,661.00	FEMA
102783	FARMERS & MERCHANTS STATE BANK	\$200.00	NVHSZ
102784	CAVALIER COUNTY AUDITOR	\$50,014.00	FEMA
102785	DOMESTIC VIOLENCE & ABUSE CENTER	\$1,448.17	GRANT PASS THRU
102786	VERIZON WIRELESS	\$1,377.32	SS/NVHSZ
102787	VISA	\$693.85	NVHSZ
102788	ERLING'S OIL, INC.	\$966.78	R&B
102789	UP NORTH OIL	\$2,305.20	R&B
102790	HACTC	\$50.00	SHERIFF
102791	ND PUBLIC EMPLOYEES RETIREMENT	\$119,730.08	HEALTH INS
102792	WORKING K9	\$8,500.00	SHERIFF K-9
102793	ND ASSOCIATION OF COUNTIES	\$440.69	FEES
102794	ND STATE TREASURER	\$2,464.32	FEES
102795	CUMMINS SALES & SERVICE	\$1,319.22	MAINT
102796	COMPUTER EXPRESS	\$150.00	MISC
102797	SIDWELL	\$15,752.00	TX DIR
102798	CNA SURETY DIRECT BILL	\$50.00	STATE'S ATTY

102799	WEST PAYMENT CENTER	\$321.41	STATE'S ATTY
102800	EXPRESSWAY SUITES	\$577.80	GEN
102801	SHILICE LARSEN	\$500.00	STATE'S ATTY
102802	DACOTAH PAPER CO.	\$417.19	MAINT
102803	GLOBAL SAFETY NETWORK	\$223.49	SS/GEN
102804	WALLACEBURG BOOKBINDING & MFG CO LTD	\$126.51	MISC
102805	ND SPELLING BEE	\$320.00	AUD
102806	FARMERS UNION OIL CO	\$495.25	MAINT
102807	NICK MOSER	\$428.37	COMM
102808	BUSINESS ESSENTIALS	\$31.18	CLERK
102809	LEEVEFS FOODS	\$65.60	MISC
102810	GLOBAL SAFETY NETWORK	\$92.34	MISC
102811	ANDREW S. MARQUART	\$243.00	STATE'S ATTY
102812	FONTAINE LAW OFFICE	\$651.00	STATE'S ATTY
102813	LANGDON HARDWARE & RENTAL	\$514.91	GEN/R&B
102814	VERIZON WIRELESS	\$114.97	R&B/WEED
102815	ADVANCED BUSINESS METHODS	\$541.83	GEN/R&B
102816	LANGDON CITY	\$359.59	GEN/R&B
102817	INFORMATION TECHNOLOGY DEPT.	\$4,534.69	GEN/E-911
102818	MONTANA-DAKOTA UTILITIES	\$621.92	GEN/R&B
102819	MORGAN PRINTING, INC.	\$264.25	GEN/R&B
102820	THE BORDERLAND PRESS	\$267.20	GEN/R&B
102821	MID-CONTINENT CABLE CO.	\$110.83	DISP
102822	CHRISTIE MOTOR SALES, INC.	\$162.46	SHERIFF
102823	PEMBINA COUNTY SHERIFF	\$5,049.56	SHERIFF
102824	BREAD PAN	\$22.17	SHERIFF
102825	D & B MOTORS	\$729.39	SHERIFF
102826	LEEVEFS FOODS	\$124.16	SHERIFF
102827	LA QUINTA INN BY WYNDHAM BISMARCK	\$194.04	SHERIFF
102828	FARMERS UNION OIL CO	\$3,041.19	SHERIFF
102829	GALLS, LLC	\$17.03	SHERIFF
102830	ADVANCED BUSINESS METHODS	\$186.56	SHERIFF
102831	QUALITY SPEC PRODUCTS	\$39.05	DISP
102832	BUSINESS ESSENTIALS	\$86.27	SHERIFF
102833	GABE JOHNSTON	\$96.27	SHERIFF
102834	ACCUSOURCE HR	\$258.90	R&B/NVHSZ
102835	SHAWN HALL	\$461.12	R&B
102836	MIKKELSEN BROS CONST CO INC	\$9,555.00	R&B
102837	SHAWN AMUNDSON	\$400.00	R&B
102838	VALLEY TRUCK PARTS & SERVICE INC	\$2,926.83	R&B
102839	DAHL TRUCK & AUTO	\$1,373.35	R&B
102840	ERLING'S OIL, INC.	\$3,870.55	R&B
102841	CAPITAL ONE TRADE CREDIT (MAC'S HARDWARE)	\$160.35	R&B
102842	FARMERS UNION OIL CO	\$571.08	R&B
102843	DUBOIS OIL CO.,INC	\$3,295.62	R&B
102844	FARMERS UNION OIL OF DEVILS LAKE	\$6,039.21	R&B
102845	CARQUEST OF LANGDON	\$282.97	R&B
102846	RDO EQUIPMENT COMPANY	\$11,603.70	R&B

102847	NORTHEAST REGIONAL WATER	\$63.00	R&B
102848	WITZEL CONSTRUCTION LLC	\$21,472.10	R&B
102849	JOHN DEERE FINANCIAL	\$400.22	R&B
102850	KLJ ENGINEERING LLC	\$2,800.42	HB1505/R&B
102851	CLOSE CONSTRUCTION COMPANY, INC.	\$197,200.00	HB1505
102852	RICK ROSTVET	\$28.00	R&B
102853	RAZOR TRACKING, INC.	\$325.00	R&B
102854	CLOSE CONSTRUCTION COMPANY, INC.	\$314.50	R&B
102855	MORGAN PRINTING, INC.	\$38.52	R&B
102856	ND 911 ASSOCIATION	\$200.00	EMG MGR
102857	ND EMA	\$50.00	EMG MGR
102858	VERIZON WIRELESS	\$47.49	EMG MGR
102859	POLAR COMMUNICATIONS	\$373.70	E-911
102860	MOTOROLA SOLUTIONS INC	\$16,947.00	SHERIFF/EMG MGR
102861	FARMERS UNION OIL CO	\$77.51	VSO
102862	TYLER TECHNOLOGIES, INC.	\$449.00	VSO
102863	KATIE HENRY	\$691.92	NDSU EXT.
102864	BAILEY REISER	\$707.08	NDSU EXT.
102865	UNITED COMMUNICATIONS	\$61.42	NDSU EXT.
102866	BAILEY REISER	\$30.00	NDSU EXT.
102867	KATIE HENRY	\$799.00	NDSU EXT.
102868	KATIE HENRY	\$41.48	NDSU EXT.
102869	NDAE4-HYW	\$50.00	NDSU EXT.
102870	ADVANCED BUSINESS METHODS	\$197.72	NDSU EXT.
102871	NDEAFCS-NDSU EXTENSION - RICHALAND COUNTY	\$125.00	NDSU EXT.
102872	BUSINESS ESSENTIALS	\$160.55	NDSU EXT.
102873	NORTH DAKOTA STATE UNIVERSITY - DEPT 3110	\$9.82	NDSU EXT.
102874	KATIE HENRY	\$30.00	NDSU EXT.
102875	STEVE RATZLAFF	\$115.00	WEED
102876	GREG HOFFMAN	\$115.00	WEED
102877	DEVIN HURSMAN	\$115.00	WEED
102878	CHRIS OLSON	\$115.00	WEED
102879	MONTANA-DAKOTA UTILITIES	\$24.00	WEED
102880	OTTER TAIL POWER CO	\$38.96	WEED
102881	THE CAR CLINIC	\$108.10	WEED
102882	KARRY KRAHN	\$1,000.00	WEED
102883	NUTRIEN AG SOLUTIONS, INC.	\$33,081.55	WEED
102884	LANGDON HARDWARE & RENTAL	\$96.98	WEED
102885	RICHARD'S WELDING, INC.	\$40.00	WEED
102886	JOSHUA SHORT	\$90.39	WEED
102887	QUILL CORPORATION	\$444.48	SS
102888	ADVANCED BUSINESS METHODS	\$211.77	SS
102889	PREMIUM WATERS, INC.	\$58.95	SS
102890	ARAMARK	\$105.09	SS
102891	RORY JOHNSON	\$600.00	SS
102892	OTTER TAIL POWER CO	\$124.92	SS
102893	MONTANA-DAKOTA UTILITIES	\$58.02	SS
102894	LANGDON HARDWARE & RENTAL	\$59.99	SS

102895	KIM RUDE	\$68.46	SS
102896	TERESA KLUTH	\$75.00	NVHSZ
102897	SANFORD HEALTH OCC MED	\$70.00	NVHSZ
102898	KAISEN TWAMLEY	\$26.88	NVHSZ
102899	TOLLEFSON FUNERAL HOME	\$3,500.00	NVHSZ
102900	AUSTIN FUNERAL HOME	\$3,500.00	NVHSZ
102901	COMMUNITY CARES OPTIONS, LLC	\$11,550.00	NVHSZ
102902	THE CAVALIER CHRONICLE	\$220.50	NVHSZ
102903	WALSH COUNTY HIGHWAY DEPT	\$163.60	NVHSZ
102904	THE BORDERLAND PRESS	\$296.06	NVHSZ
102905	CEDAR INN - CAVALIER	\$178.00	NVHSZ
102906	TERRI MACHART	\$72.00	NVHSZ
102907	LERNA PAULSON	\$45.85	NVHSZ
102908	JILL DENAULT	\$86.59	NVHSZ
102909	JAYNE BROWN	\$229.25	NVHSZ

At 11:45 a.m., Greg Goodman made a motion to adjourn the meeting, seconded by David Zeis; motion carried.

*Board of Commissioners
Cavalier County, North Dakota*

Stanley Dick – Chairman

Attest: Lisa Gellner - Auditor