

## *Cavalier County Commission Proceedings*

On December 5, 2023, 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 Stanley Dick called the meeting to order and proceeded as follows:

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

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

The commissioners thanked Stanley Dick for his year as commission chairman. Austin Lafrenz asked if somebody was doing an exit interview with Shane Gallagher, Sheriff. David Zeis stated he would take care of it.

Terry Johnston, Road Supervisor, Sheldon Romfo, Road Foreman, and Jeff Daley, KLJ, met with the commissioners and reviewed current and future road projects. Daley suggested the County 55 gorge project to submitted to DOT for Flexible Road Funding, as well as a second application to pave the Mt. Carmel Dam access road. The commissioners were in agreement. **Stanley Dick made a motion to approve the design engineering contract with KLJ for the 2024 Safety Project, with an estimated cost of \$12,800, seconded by Austin Lafrenz, motion carried. Greg Goodman made a motion to approve the Purchase Agreement with Sheldon and Joanne Romfo with the county paying all the expenses listed and the real estate taxes for 2023 being pro-rated, seconded by Nick Moser, motion carried.**

**Stanley Dick made a motion to re-appoint Mark Schneider to the Soils Committee, seconded by Nick Moser, motion carried. Austin Lafrenz made a motion to re-appoint Nancy Feil to the Public Health District Board, seconded by Nick Moser, motion carried. Nick Moser made a motion to re-appoint Paul Henderson and Elsie Magnus to the Planning & Zoning Board and appoint Shannon Duerr to Carol Goodman's un-expired term on the Planning & Zoning Board, seconded by Austin Lafrenz, motion carried. Nick Moser made a motion to re-appoint Katie Henry and Elsie Magnus to the Education Board, seconded by Stanley Dick, motion carried.**

The following were interviewed for the position on the Water Board: Shauna Schneider, Steve Ames, and Bruce Roder. Based on private vote for the position, **Austin Lafrenz made a motion to re-appoint Bruce Roder to the Water Board, seconded by Nick Moser, motion carried.**

Greg Goodman made a motion to transfer \$508.36 from Road & Bridge Fund to Road & Bridge Equipment Replacement Fund, seconded by Nick Moser, motion carried. Stanley Dick made a motion to transfer \$2,000.00 from Vanguard Receivables Fund to County General Fund, seconded by Austin Lafrenz, motion carried. Nick Moser made a motion to transfer \$5,714.90 from E911 Fund to County General Fund, seconded by Greg Goodman, motion carried.

There was discussion on the Water Board drain complaint for a dike with an 18" culvert that was installed across the border in Canada, which is going to cause flooding in Cavalier County in the

spring. The Water Board asked the commissioners for a letter of support in handling the complaint. **Nick Moser made a motion to approve the proposed letter of support and stated he would be willing to sit in on any meetings regarding the complaint, seconded by Greg Goodman, motion carried.**

Josh Plummer met with the commissioners and for the bid opening for the bathroom project in the east end of the courthouse. One bid was received from Walhalla Building Center in the amount of \$32,843.00 for labor and materials. **Greg Goodman made a motion to accept the bid, seconded by Stanley Dick, motion carried.**

Angelo Mondragon, State's Attorney, met with the commissioners to discuss wetlands along county roads and an upcoming meeting with US Fish & Wildlife.

Shane Gallagher, Sheriff, met with the commissioners on behalf of the Policy Manual Committee and presented proposed changes to the Policy Manual, to include Life Insurance and On Call Comp (Sheriff Dept) being added to Benefits; paid day off for benefited employee's birthday under Holidays; change to definition of immediate family member under Bereavement Leave; and summer hours added to Timekeeping. **Greg Goodman made a motion to approve the changes with some minor wording changes, seconded by Stanley Dick, motion carried.**

**Austin Lafrenz made a motion to approve the 2024 Commission Meeting Schedule, seconded by Stanley Dick, motion carried.**

It was decided that the base pay for part-time seasonal snowplow operators would be pro-rated if the operators do not get their minimum 20 hours worked per month.

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

102985	FARMERS & MERCHANTS STATE BANK	\$23,427.21	SHERIFF
102986	TRIER TOWNSHIP CLERK/TREASURER	\$9,560.80	FEMA
102987	CAVALIER COUNTY WATER BOARD	\$344.25	FEMA
102988	WATERLOO TOWNSHIP CLERK/TREASURER	\$29,478.00	FEMA
102989	ND STATE TREASURER	\$2,486.73	FEES
102990	ND ASSOCIATION OF COUNTIES	\$455.15	FEES
102991	CAVALIER COUNTY AUDITOR	\$24,174.00	FEMA
102992	ND PUBLIC EMPLOYEES RETIREMENT	\$121,772.60	HEALTH INS
102993	OSFORD TOWNSHIP CLERK/TREASURER	\$10,446.50	FEMA
102994	NICK MOSER	\$148.03	COMM
102995	JOSH PLUMMER	\$360.00	MAINT
102996	FRANKIE STREMICK	\$360.00	ELECT
102997	LISA GELLNER	\$360.00	ELECT
102998	WEST PAYMENT CENTER	\$321.41	STATE'S ATTY
102999	SANFORD OCC MED CLINIC	\$35.00	MISC
103000	BUSINESS ESSENTIALS	\$1,856.89	GEN
103001	COMPUTER EXPRESS	\$2,759.00	GEN
103002	SHILICE LARSEN	\$500.00	STATE'S ATTY
103003	UP NORTH PLUMBING	\$215.00	MAINT
103004	MID AMERICAN RESEARCH CHEMICAL	\$1,676.75	MAINT

103005	OPP CONSTRUCTION LLC	\$20,700.00	MAINT
103006	OPP CONSTRUCTION LLC	\$3,500.00	MAINT
103007	MATTHEW-BENDER & CO. INC.	\$220.11	GEN
103008	THE BORDERLAND PRESS	\$689.80	GEN
103009	WAGNER CONSTRUCTION AND REMODELING LLC	\$270.00	MAINT
103010	MORGAN PRINTING, INC.	\$325.52	COMM
103011	MOSTAD INSURANCE SERVICES	\$256.00	MISC
103012	ADVANCED BUSINESS METHODS	\$1,136.49	GEN/R&B
103013	LANGDON HARDWARE & RENTAL	\$892.37	GEN/SHERIFF TR
103014	VERIZON WIRELESS	\$110.53	R&B/WEED
103015	LANGDON CITY	\$362.26	GEN/R&B
103016	TYLER TECHNOLOGIES, INC.	\$4,426.65	RECORDER
103017	LAKE REGION LAW ENFORCEMENT CENTER	\$1,360.00	SHERIFF
103018	LEXIPOL, LLC	\$1,999.00	SHERIFF
103019	SUNSET LAW ENFORCEMENT	\$938.00	SHERIFF
103020	BROWNELLS	\$144.98	SHERIFF
103021	LAKE REGION LAW ENFORCEMENT CENTER	\$85.00	SHERIFF
103022	HIGH POINT NETWORKS, LLC	\$706.00	SHERIFF
103023	ADVANCED BUSINESS METHODS	\$274.52	SHERIFF
103024	GALLS, LLC	\$71.94	SHERIFF
103025	MORRIS SEALCOAT & TRUCKING, INC	\$10,149.17	HB1505
103026	CLARK GRAVEL & CONST. INC.	\$60,725.00	R&B
103027	GREG RHAM WELDING AND REPAIR INC.	\$605.71	R&B
103028	RDO EQUIPMENT COMPANY	\$14,216.74	R&B
103029	CARQUEST OF LANGDON	\$660.73	R&B
103030	POMPS TIRE SERVICE INC	\$783.92	R&B
103031	ALSEN FARMER'S ELEVATOR	\$163.97	R&B
103032	FISCHER LAND SURVEYING & ENGINEERING	\$1,600.00	R&B
103033	THE CAR CLINIC	\$80.01	R&B
103034	MIKKELSEN BROS CONST CO INC	\$36,482.00	R&B
103035	DAHL TRUCK & AUTO	\$494.91	R&B
103036	FARMERS UNION OIL OF DEVILS LAKE	\$758.98	R&B
103037	HOME OF ECONOMY	\$25.99	R&B
103038	VALLEY TRUCK PARTS & SERVICE INC	\$37.29	R&B
103039	WALHALLA COOP OIL CO.	\$512.11	R&B
103040	RAZOR TRACKING, INC.	\$325.00	R&B
103041	NORTHEAST REGIONAL WATER	\$63.00	R&B
103042	FISCHER LAND SURVEYING & ENGINEERING	\$1,112.00	R&B
103043	RICK ROSTVET	\$360.00	R&B
103044	JACOB ROMFO	\$90.00	R&B
103045	TRAVIS HANSEL	\$60.00	R&B
103046	TIM DOWNS	\$360.00	R&B
103047	SHELDON ROMFO	\$360.00	R&B
103048	SHAWN HALL	\$360.00	R&B
103049	CAPITAL ONE TRADE CREDIT (MAC'S HARDWARE)	\$1,636.48	R&B
103050	POLAR COMMUNICATIONS	\$373.70	E-911
103051	ND EMA	\$50.00	EMG MGR
103052	KATIE HENRY	\$587.72	NDSU EXT.

103053	ADVANCED BUSINESS METHODS	\$197.72	NDSU EXT.
103054	BAILEY REISER	\$600.05	NDSU EXT.
103055	BUSINESS ESSENTIALS	\$145.96	NDSU EXT.
103056	LEEVEERS FOODS	\$21.18	NDSU EX TR
103057	COLE PAPERS, INC.	\$119.40	NDSU EXT.
103058	OTTER TAIL POWER CO	\$48.07	WEED
103059	D & B MOTORS	\$840.32	WEED
103060	MONTANA-DAKOTA UTILITIES	\$119.48	WEED
103061	JOHN DEERE FINANCIAL	\$415.52	WEED
103062	CARQUEST OF LANGDON	\$535.36	WEED
103063	ADVANCED BUSINESS METHODS	\$211.77	SS
103064	RORY JOHNSON	\$600.00	SS
103065	MONTANA-DAKOTA UTILITIES	\$92.78	SS
103066	T R WAIND INSURANCE AGENCY	\$2,675.30	SS
103067	LANGDON AREA CHAMBER OF COMMERCE	\$3,000.00	XMAS CHEER
103068	MELISSA HILTNER	\$144.00	NVHSZ
103069	KIM RUDE	\$91.70	NVHSZ
103070	LERNA PAULSON	\$129.04	NVHSZ
103071	VERIZON WIRELESS	\$1,451.37	SS/NVHSZ
103072	VISA	\$2,411.79	SS/NVHSZ
103073	DOMESTIC VIOLENCE & ABUSE CENTER	\$21,000.00	NVHSZ
103074	ND HUMAN SERVICE ZONE DIRECTORS ASSN	\$273.68	NVHSZ

At 12:00 p.m., Greg Goodman made a motion to adjourn the meeting, seconded by Stanley Dick; motion carried.

On December 12, 2023, at 1:00 p.m. the Board of Commissioners of Cavalier County, North Dakota, met at the Cavalier County Courthouse for a special meeting, with all members present. David Zeis called the meeting to order and the commissioners proceeded to interview the following architects/engineers for the Langdon shop project: ICON Architectural Group; EAPC Architects-Engineers; KLJ Engineering; Michael J. Burns Architects. A brief discussion followed the interviews. The meeting adjourned at 5:30 p.m.

*Board of Commissioners  
Cavalier County, North Dakota*

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David Zeis – Chairman

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Attest: Lisa Gellner - Auditor