

## Commissioners Proceedings

On August 16, 2016, 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 commissioners began the meeting with the Pledge of Allegiance. Chairperson Elsie Magnus presided and proceeded as follows:

Richard Ring made a motion to approve the minutes, seconded by Tom Borgen; motion carried. Richard Ring made a motion, seconded by Nick Moser to review and approve the following audit of claims; motion carried:

|       |                                |              |                               |
|-------|--------------------------------|--------------|-------------------------------|
| 83490 | NICK MOSER                     | \$96.66      | COMMISSIONERS                 |
| 83491 | STANLEY DICK                   | \$51.84      | COMMISSIONERS                 |
| 83492 | TOM BORGEN                     | \$37.26      | COMMISSIONERS                 |
| 83493 | SKY DANCER HOTEL & CASINO      | \$135.00     | AUDITOR                       |
| 83494 | SOFTWARE INNOVATIONS           | \$550.00     | AUDITOR                       |
| 83495 | WEST PAYMENT CENTER            | \$201.91     | STATE'S ATTORNEY              |
| 83496 | MARLENE PETRI                  | \$25.00      | STATE'S ATTORNEY              |
| 83497 | MICHELLE BAKER                 | \$25.00      | STATE'S ATTORNEY              |
| 83498 | RICHARD HORNER                 | \$41.70      | STATE'S ATTORNEY              |
| 83499 | PAM LAFRENZ                    | \$410.30     | TAX DIRECTOR                  |
| 83500 | SIDWELL                        | \$8,130.00   | TAX DIRECTOR                  |
| 83501 | ANGELA PLUMMER                 | \$418.50     | NON-DEPT                      |
| 83502 | TOTAL FUNDS BY HASLER          | \$1,000.00   | NON-DEPT                      |
| 83503 | US BANK                        | \$59.59      | COMMISH/AUD/ELECTION          |
| 83504 | MATTHEW-BENDER & CO. INC.      | \$66.43      | COMMISH/CLERK/ST ATTY/SHERIFF |
| 83505 | MATTHEW-BENDER & CO. INC.      | \$233.85     | COMMISH/CLERK/ST ATTY/SHERIFF |
| 83506 | PREMIUM WATERS, INC.           | \$67.70      | GENERAL/CLERK                 |
| 83507 | COUNTRY MEDIA, INC.            | \$774.86     | COMMISH/TREASURER             |
| 83508 | INFORMATION TECHNOLOGY DEPT.   | \$104,129.77 | GENERAL                       |
| 83509 | VERIZON WIRELESS               | \$221.16     | GENERAL/HR/R&B/WEED           |
| 83510 | UNITED COMMUNICATIONS          | \$1,337.54   | GENERAL                       |
| 83511 | OTTER TAIL POWER CO            | \$2,438.95   | GENERAL                       |
| 83512 | ZEE MEDICAL SERVICE            | \$83.60      | SHERIFF                       |
| 83513 | SECRETARY OF STATE             | \$36.00      | DISPATCHERS                   |
| 83514 | KJS COMPUTER SERVICES          | \$96.29      | SHERIFF                       |
| 83515 | MUNICH ELEVATOR & OIL CO.      | \$21.72      | SHERIFF                       |
| 83516 | BOB BARKER COMPANY, INC.       | \$158.60     | SHERIFF                       |
| 83517 | SENIOR MEALS AND SERVICES      | \$1,030.50   | SHERIFF                       |
| 83518 | COUNTY OF GRAND FORKS          | \$900.00     | SHERIFF                       |
| 83519 | LEEVEFS FOODS                  | \$50.88      | SHERIFF                       |
| 83520 | MID-CONTINENT CABLE CO.        | \$78.46      | SHERIFF                       |
| 83521 | US FOODS, INC.                 | \$72.86      | SHERIFF                       |
| 83522 | PREMIUM WATERS, INC.           | \$44.17      | DISPATCHERS                   |
| 83523 | REDWOOD TOXICOLOGY LABORATORY  | \$38.70      | SHERIFF                       |
| 83524 | CHRISTIE MOTOR SALES, INC.     | \$150.04     | SHERIFF                       |
| 83525 | STONE'S MOBILE RADIO, INC.     | \$3,658.68   | SHERIFF                       |
| 83526 | DAHL TRUCK & AUTO              | \$546.53     | FARM - MARKET                 |
| 83527 | CAVALIER RURAL ELECTRIC CO-OP. | \$56.74      | ROAD & BRIDGE                 |
| 83528 | NEWMAN SIGNS                   | \$425.40     | ROAD & BRIDGE                 |
| 83529 | NEWMAN SIGNS                   | \$69.26      | ROAD & BRIDGE                 |
| 83530 | WITZEL CONSTRUCTION LLC        | \$40,598.58  | FARM - MARKET                 |
| 83531 | LANGDON AMOCO                  | \$204.08     | GENERAL/F-M/R&B               |
| 83532 | ERLING'S OIL, INC.             | \$2,686.32   | ROAD & BRIDGE                 |
| 83533 | SCHILL'S SHOP                  | \$93.00      | ROAD & BRIDGE                 |

|       |                                |              |                 |
|-------|--------------------------------|--------------|-----------------|
| 83534 | RDO TRUST ACCOUNT #80-5800     | \$2,026.73   | ROAD & BRIDGE   |
| 83535 | MUNICH ELEVATOR & OIL CO.      | \$1,747.54   | ROAD & BRIDGE   |
| 83536 | KNIFE RIVER MATERIALS          | \$27,577.24  | ROAD & BRIDGE   |
| 83537 | KNIFE RIVER MATERIALS          | \$102,112.15 | ROAD & BRIDGE   |
| 83538 | MIKKELSEN BROS. CONSTRUCTION   | \$341,431.86 | ROAD & BRIDGE   |
| 83539 | LEON HILTNER                   | \$124.20     | VSO             |
| 83540 | LANGDON AMOCO                  | \$56.34      | VSO             |
| 83541 | UNITED COMMUNICATIONS          | \$77.07      | COUNTY AGENT    |
| 83542 | NDSU AG COMM - DEPT 7070       | \$15.00      | COUNTY AGENT    |
| 83543 | QUILL CORPORATION              | \$107.94     | COUNTY AGENT    |
| 83544 | BREAD PAN                      | \$7.98       | COUNTY AGENT    |
| 83545 | LEEVEES FOODS                  | \$10.59      | COUNTY AGENT    |
| 83546 | FARMERS UNION OIL CO           | \$349.47     | WEED            |
| 83547 | BUD'S SERVICE PRODUCTS         | \$344.49     | WEED            |
| 83548 | DAHL TRUCK & AUTO              | \$533.55     | WEED            |
| 83549 | LANGDON HARDWARE & RENTAL      | \$101.72     | WEED            |
| 83550 | JEANNETTE T. SCHEFTER          | \$63.00      | SOCIAL SERVICES |
| 83551 | LINDA GEISEN                   | \$50.89      | SOCIAL SERVICES |
| 83552 | MELODY KING                    | \$177.79     | SOCIAL SERVICES |
| 83553 | SUSAN K. (FETSCH) CROCKETT     | \$155.89     | SOCIAL SERVICES |
| 83554 | RADISSON HOTEL BISMARCK        | \$175.42     | SOCIAL SERVICES |
| 83555 | VISA                           | \$172.90     | SOCIAL SERVICES |
| 83556 | OTTER TAIL POWER CO            | \$284.62     | SOCIAL SERVICES |
| 83557 | INFORMATION TECHNOLOGY DEPT.   | \$31.80      | SOCIAL SERVICES |
| 83558 | PREMIUM WATERS, INC.           | \$48.75      | SOCIAL SERVICES |
| 83559 | READY TALK                     | \$12.31      | SOCIAL SERVICES |
| 83560 | LANGDON DAY CARE CENTER        | \$37.00      | SOCIAL SERVICES |
| 83561 | LANGDON DAY CARE CENTER        | \$350.00     | SOCIAL SERVICES |
| 83562 | LANGDON AMOCO                  | \$50.00      | SOCIAL SERVICES |
| 83563 | PEMBINA COUNTY SOCIAL SERVICES | \$14,124.83  | SOCIAL SERVICES |

**Tom Borgen made a motion, seconded by Stanley Dick, to transfer \$710.00 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, motion carried. Nick Moser made a motion, seconded by Stanley Dick, to transfer \$2,475.00 from Road and Bridge Fund to Road and Bridge Equipment Replacement Fund, motion carried.**

Terry Johnston, Road Supervisor, met with the commissioners. Johnston suggested that he be listed as the Applicant Agent for any future FEMA projects. **Tom Borgen made a motion to remove Lisa Gellner and appoint Terry Johnston as the Applicant Agent for any future FEMA projects, seconded by Richard Ring, motion carried.**

Johnston presented culvert requests from Fremont Township as follows: Culvert between on the east side of Section 1 - **Nick Moser made a motion to deny the culvert request, seconded by Richard Ring, motion carried;** Culvert extensions between Sections 5 and 6 - **Tom Borgen made a motion to deny the request for extensions, seconded by Nick Moser, motion carried;** Culvert extensions north of Section 4 - **Richard Ring made a motion to deny the request for culvert extensions, seconded by Stanley Dick, motion carried;** A 36" X 40' culvert between Sections 16 and 17 - **Nick Moser made a motion to approve the culvert request, seconded by Richard Ring, motion carried;** A 48" X 50' culvert west of Section 31 - **Tom Borgen made a motion to approve the culvert request, seconded by Stanley Dick, motion carried.**

United Telephone submitted a Utility Permit to be approved by the county to dig fiber optic line along County 12 in the Calvin area. Johnston informed them that they would have to bore under County Highway 12. **Nick Moser made a motion to approve the Utility Permit, seconded by Stanley Dick, motion carried.**

There was discussion on the progress and haul roads used for the gravel project on County 12. Johnston stated he would talk to the contractor about the haul roads being used. Johnston informed the commissioners that he was having some fill hauled to a box culvert that had washed out in Fremont Township near the Lien coulee. The commissioners also discussed the oil distributor and the fact that the unit will have to be advertised for bids. Johnston stated he would get the ad out for bids.

**Stanley Dick made a motion to recess the regular commission meeting at approximately 9:00 a.m. for an abatement hearing, seconded by Tom Borgen, motion carried. At approximately 9:30 a.m. Richard Ring made a motion to reconvene the regular commission meeting, seconded by Nick Moser.**

**Stanley Dick made a motion to approve Abatement #46 and Abatement #47 submitted by Edward Stremick at the amount requested, based on Fremont Township's recommendation presented on soil types, seconded by Richard Ring. There was a roll call vote taken as follows: Stanley Dick-yes; Elsie Magnus-yes; Nick Moser-yes; Tom Borgen-no; Richard Ring-yes, motion carried 4-1.**

The commissioners reviewed the request by the Emergency Manager for a salary adjustment, due to additional job duties. It was decided that the salary would be submitted for the budget hearing at \$47,476.00, which makes the position exempt for overtime pay.

The commissioners reviewed the position requested in the Tax Director's office for 2017. **Tom Borgen made a motion to approve the Deputy Tax Director benefited position at 4 days per week, with the understanding that the office will be open Monday through Friday unless it is approved by the commission to close for training, seconded by Stanley Dick, motion carried.**

Angela Plummer advised the commission that she had accepted another position and she would not be renewing her current contract with county. She stated she was open to continuing her role as HR for the county from a remote, on-call basis with the understanding that she would not be available for on-site work. **Tom Borgen made a motion, seconded by Stanley Dick, to amend the current contract and remove the requirement for on-site availability while continuing to utilize Plummer on an on-call basis at her current hourly rate, motion carried.** There was discussion on replacing the position and it was decided that the HR Committee would meet and present a recommendation at the next meeting.

Budgets were presented for the following departments: Senior Meals & Services - Karrie Mikkelsen; Job Development Authority - Susan Faye Crockett and Duane Otto; County Agent - Macine Lukach; Clerk of Court - Anita Beauchamp; State's Attorney - Scott Stewart.

There was discussion on a grant offered by the State for an IVN system for the courtroom, which includes installation, with a county match of \$12,500 required. Courtroom Facility Grants will not be open for application until November, and no decision was made on the additional funding at this time.

There was additional discussion regarding the Deputy Tax Director position, and it was clarified that the current, seasonal job of Tax Assistant would continue through December 31<sup>st</sup>, 2016 and the new, permanent role of Deputy Tax Director would begin January 1, 2017.

Chuck Downs and Cody Schlittenhard from Langdon City met with the commissioners regarding the Police Contract. There was discussion on the necessity of the increases proposed by the county as well as the counter offer received from Langdon City. **Stanley Dick made a motion, seconded by Tom Borgen, to approve the original Police Contract proposal from the county.** Roll call vote was taken, with all voting in favor.

At 12:10 p.m., Stanley Dick made a motion to adjourn the meeting, seconded by Richard Ring; motion carried.

### Commissioners Proceedings

On August 22, 2016, at 6:00 p.m. the Board of Commissioners of Cavalier County, North Dakota, met with the Langdon City Commission at Langdon City Hall, with the following commissioners present: Elsie Magnus, Nick Moser, and Tom Borgen. The purpose of the meeting was to discuss the proposed policing contract. Langdon City made a motion to accept the final proposal from the county at discussed at the August 16, 2016 Cavalier County Commission meeting. The Cavalier County Commissioners ended their meeting with the Langdon City Commission at 6:30 p.m.

### Commissioners Proceedings

On August 23, 2016, at 1:00 p.m. the Board of Commissioners of Cavalier County, North Dakota, met at the Cavalier County Courthouse to open bids for the courthouse boiler pipe project with the following commissioners present: Elsie Magnus, Nick Moser, and Richard Ring. **Nick Moser made a motion to accept the low bid in the amount of \$302,342.00 from Mowbray & Son Inc., seconded by Richard Ring, motion carried. Richard Ring made a motion, seconded by Nick Moser, to accept the bid from Samson Electric in the amount of \$1,688.00 for the courthouse boiler pipe project, motion carried.**

After adding it to the posted meeting notice, time keeping procedures were discussed. At 2:20 p.m. Nick Moser made a motion to adjourn the meeting, seconded by Richard Ring, motion carried.

Commissioners Proceedings

On August 23, 2016, at 7:00 p.m. the Board of Commissioners of Cavalier County, North Dakota, met at the Cavalier County Courthouse to interview motor grader applicants, with the following commissioners present: Elsie Magnus, Nick Moser, Stanley Dick, and Richard Ring. Meeting ended at 10:30 p.m.

*Board of Commissioners  
Cavalier County, North Dakota*

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Elsie Magnus - Chair

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Nicholas Moser - Vice Chairman

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Stanley Dick

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Tom Borgen

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Richard Ring

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Attest: Lisa Gellner - Auditor