

OFFICIAL PROCEEDINGS
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS
July 15th, 2020

MEMBERS PRESENT: Commissioners Pelton, Dukart, Kleemann, Marsh and Hauck

OTHERS PRESENT: Tracey Dolezal, Jeremy Wood, Leisa Moore, Carl Rohde, Jill Denning Gackle, Gary Kuhn, David Lym, and Willard Tormaschy.

Chairman Pelton called the meeting to order at 9:00 a.m.

Motion by Kleemann, seconded by Dukart, to approve the agenda. All voted aye, motion carried.

Motion by Dukart, seconded by Marsh to approve the July 1st minutes. All voted aye, motion carried.

Carl Rohde, Civil Science Engineers appeared to report on 9th St/92nd Ave SW and 16th/80th Ave SW projects. Tentative bid date of August 19th for the 16th St SW project.

Darin Schaeffer, Bartlett & West appeared to report on the projects his firm is working on.

Jeremy Wood, Northern Plains Engineering appeared to report on the projects his firm is working on.

- 24th/119th Ave SW: Baranko Brothers, Inc. final pay estimate # 3 for \$37,822.53 was presented for payment. Motion by Dukart, seconded by Hauck, to approve. All voted aye, motion carried.
- 30th St SW: Construction is complete, except for signing and general clean up.
- 101st Ave: Dunn Center to 11th St SW: Bid opening set for August 5th @ 10 a.m. Project will start about 1000' south of Highway 200.
- 101st Ave SW (23rd – 30th): Tentatively bid date of August 19th
- Gap Road South: Anticipate August or September bid date

Discussed the road constructed for access into the Lee Pavlicek pit. Engineer Wood noted that the section line was staked, but marked 33 feet off the section line; however, the contractor assumed the stakes marked the centerline of the section line when the road was built.

Superintendent Lym appeared and presented the 2021 road department budget. Without projected road projects the budget reflects an approximate 5% cut. Discussed priorities on 2020 and 2021 road projects.

Kelly Summerfield, Killdeer City Commission appeared to discuss the Killdeer landfill and asked the Commission if the county would be interested in a countywide inert landfill. The lease on the current city landfill is expiring at the end of this year and not available for the future.

The consensus of the Commission is to work with the City of Killdeer and explore options for a countywide landfill. Commissioner Kleemann will work with the city and look into land availability.

Carie Boster, JDA Director appeared to report on the 2021 JDA budget that was approved by the JDA Board of Directors.

Discussed the County Housing Task Force's three different housing assistance plans for 2021 and a request for capitalized funds of between \$500,000 - \$1,000,000.

If approved, the JDA would administer the funds for the following housing programs:

- Housing down payment assistance program for new construction homes. (This is currently done in McKenzie County).
- Buy down of interest as new homes are built and moved into, this program would buy down Interest on the older homes, which will allow people to afford the older starter homes.
- County housing task force to ready lots in communities by funding the removal of old houses.

Motion by Hauck, seconded by Dukart to allocate \$750,000 for the JDA Housing program in the 2021 budget with federal mineral royalty funds to be deposited in a separate JDA account. Upon roll call vote, all voted aye, motion carried.

Leisa Moore, paralegal for States Attorney office appeared to present the department's 2021 budget.

Sheriff Kuhn, appeared to present the 2021 Sheriff department's budget. Sheriff Kuhn noted it is a challenging year for law enforcement with police reform. The proposed budget stayed the same as the 2020 budget.

Greg Benz, ANR Extension Agent appeared to present the 2021 Extension budget and to report on the activities of the Extension Office.

Motion by Kleemann, seconded by Hauck, to approve the Special Events permit for the Wolff's Den for the Dodge Rodeo on July 18 -19 in Dodge. All voted aye, motion carried.

Motion by Dukart, seconded by Marsh, to approve a resolution to support the DOJ motion on behalf of the Corps of Engineers to issue a stay of the order to shut down the DAPL pipeline.

At 12:00 noon, the meeting recessed for lunch and reconvened at 1:00 p.m. with all members present.

Code Administer Sandy Rohde appeared and presented the following CUP that was recommended for approval by the Planning & Zoning Board at the July 14th hearing:

- Michael Wormley, of Dickinson, ND representing Martin Construction filed a CUP for a 13 acre gravel pit located in the S2SE4SW4 of Section 2-143-96. The property is zoned Rural Preservation and is owned by the Helen J. Brew Living Trust.

Motion by Hauck, seconded by Kleemann, to approve. Upon roll call vote, Commissioners Hauck, Kleemann, Dukart and Pelton voted "aye". Commissioner Marsh abstained. The motion carried.

Administrator Rohde presented the 2021 Planning and 911 budgets. Discussed legal counsel for Planning & Zoning and asked that Rohde look at an estimate of hours that legal counsel was needed this past year.

Nicole Carlson, Tax Director appeared to present the 2021 Tax Director budget.

Carlson presented Kompleks' contract for Industrial assessments. Motion by Hauck, seconded by Dukart, to approve the two year contract. All voted aye, motion carried.

Auditor Dolezal presented the 2021 Auditor/Treasurer budget.

Will Albrecht, appeared and presented the Buildings & Grounds 2021 budget.

The Commission reviewed the 2021 budgets for DEM, VSO, HR, Risk Management and Health Officer.

Motion by Dukart, seconded by Marsh, to approve Highlands Engineering cost of \$4500 to plat the Patterson property as required by the City of Killdeer. All voted aye, motion carried.

Chairman Pelton requested that representatives from Gallagher appear to provide more information and answer questions on the Gallagher Classification and Compensation Study. Director Calihou will Reach out to Gallagher.

Auditor Dolezal presented Dean and Marilyn Burwick's petition to close a portion of a section line described as follows:

The 33' adjacent to the north section line of the NW4 of Section 32, Township 141, Range 94 West.

Motion by Hauck, seconded by Marsh, to set a public hearing for August 19th, at 11:00 a.m. in the Commission room at the Dunn County Courthouse. All voted aye, motion carried.

Motion by Hauck, seconded by Marsh, to approve the following vouchers:

<u>GENERAL FUND</u>			
Warr #	TO:	FOR:	AMOUNT:
185494	ND Post Board	License	\$135.00
185498	Advanced Business Methods	Office Equipment	\$177.45
185499	AmeriPride	Janitor Supplies	\$61.41
185500	BHG, Inc.	Printing/Publishing	\$2,158.72
185501	Boss Office Products	Office Supplies	\$32.99
185502	Care Inc./Southwest Movers	Vehicle Misc.	\$103.81
185503	Challenge Runner	Wellness	\$18.00
185504	Consolidated Telcom	Phones	\$2,282.13
185505	Counties Providing Technology	Service Contracts/Tech Support	\$2,619.69

185506	Davis, Stephenie	Travel	\$28.75
185507	Discovery Benefits	Group Insurance	\$230.00
185508	Election Systems & Software	Printing/Professional Fee's	\$6,836.95
185509	First International Bank (Credit Card)	Office Supplies	\$86.06
185510	Forum Communications	Printing/Publishing	\$38.64
185511	FP Mailing	Postage Machine	\$360.00
185512	Gary J Cooney	Misc. Fee's	\$23.00
185513	Glen Ullin Times	Printing/Publishing	\$42.12
185514	Hampton Inn & Suites Bismarck	Travel	\$345.60
185515	Information Tech Dept.	Service Contracts/Tech Support	\$2,067.72
185516	John E. Reid & Associates	Professional Fee's	\$575.00
185517	Kay Erickson, CER, CET	Misc. Fee's	\$30.00
185518	Killdeer, City of	Water	\$60.42
185519	King, Syndee	Travel	\$173.00
185520	Kleemann, Robert	Phone/Travel	\$512.75
185521	McClellan, Roger	Uniform Allowance	\$250.02
185522	McKenzie County Farmer	Advertising	\$74.62
185523	McWhorter, Jason	Uniform Allowance	\$250.02
185524	MDU	Electricity	\$238.57
185525	Municipay LLC	Office Equipment	\$340.00
185526	ND Association of Counties	Drug Testing	\$63.00
185527	ND State Radio	Teletype & Tower	\$240.00
185528	NW Tire	Vehicle Repair/Services	\$2,239.78
185529	Office Depot	Office Supplies	\$79.53
185530	One Source The Background Co.	Background Checks	\$232.37
185531	Potter, Anthony	Uniform Allowance	\$250.02
185532	Praetorian Digital	Professional Fee's	\$1,422.00
185533	Quality Quick Print	Printing/Publishing	\$2,018.61
185534	Roughrider Electric	Electricity	\$3,585.48
185535	Sax Motor Co.	Vehicle Repair	\$873.46
185536	Schleppenbach, Ryan	Housing Authority	\$86.50
185537	Twist, David	Housing Authority	\$79.03
185538	Tyler Technologies	Service Contracts/Tech Support	\$9,871.16
185539	Western Choice Coop	Misc. Vehicle	\$38.36
185606	Red Rock Ford	Vehicle Repair	\$147.40
185610	Manning Waterworks	Water	\$1,139.00
185611	McKenzie Electric	Electricity	\$74.38
185612	MGM Rural	Garbage Service	\$256.00
185613	Running's Supply	Parts	\$69.99
185614	Sanford Health OccMed	Pre-Employment Testing	\$65.00
185615	Verizon	Phones	\$3,266.47
185616	Western Choice Coop	Janitor Supplies	\$191.94
185617	Consolidated Telcom	Phones	\$49.63
ACH	Chase-JP Morgan (credit cards)	Supplies,Office,Parts, Fuel, etc.	\$12,495.80

ROAD & BRIDGE

185540	A & I Distributors	Gas/Fuel/Oil	\$1,121.95
185541	American Welding & Gas	Shop Supplies	\$67.95
185542	Ameripride Service	Office Supplies	\$738.38
185543	Baranko Brothers	Road Project	\$37,822.53
185544	Benz Oil Co Inc	Gas/Fuel/Oil	\$13,219.38
185545	Boesflug Trailers	Parts	\$62.00
185546	Boss Office Products	Office Supplies	\$213.78
185547	Bud's Sevice Products	Parts	\$2,225.00
185548	Butler Machinery Co	Parts	\$21,386.59
185549	Carlson McCain, Inc	Engineering	\$270.00
185550	Civil Science Infrastructure	Engineering	\$31,097.00
185551	Consolidated Telcom	Telephone	\$686.40
185552	Dakota Tool & Machine	Parts	\$65.00
185553	Dickinson Supply Inc	Parts	\$2,159.75
185554	DOT/ Federal Highway Admin	Little Missouri Bay Road	\$392,828.81
185555	Dustbusters, Inc	Road Stabilization	\$65,581.60
185556	General Steel & Supply	Parts	\$7.59
185557	Gordon Pavlicek	Road Materials	\$1,000.00
185558	H & A Trucking, LLC	Contract Roadwork	\$3,047.50
185559	Halliday, City Of	Water	\$39.50
185560	JD Fencing	Contract Roadwork	\$15,733.00

185561	K&T Services	Small Projects	\$8,150.00
185562	Kenneth Kadrmas	Small Projects	\$1,000.00
185563	Killdeer, City Of	Water	\$269.62
185564	Knife River Fencing	Fencing	\$5,675.25
185565	Lee Pavlicek	Small Projects	\$500.00
185566	Lyle Signs	Signs	\$810.79
185567	Manning Waterworks	Water	\$84.00
185568	Marc	Shop Supplies	\$255.03
185569	Mckenzie Electric Cooperative	Line Move	\$27,313.20
185570	MDU	Electricity	\$754.48
185571	Menards	Shop Supplies	\$241.10
185572	Midwest Doors Of Dickinson	Shop Maintenance	\$216.00
185573	Nelson International	Parts	\$3,199.11
185574	Polar Service Center	Parts	\$776.17
185575	Prairie Auto Parts	Parts	\$496.23
185576	Pump Systems	Parts	\$369.36
185577	Roughrider Electric Cooperative	Electricity	\$691.00
185578	Ryan Kadrmas	Small Projects	\$500.00
185579	Schneider Brothers Backhoe Service	Contract Roadwork	\$8,855.00
185580	Steffan Saw & Bike	Shop Supplies	\$19.98
185581	Sw Business Machines	Office Supplies	\$35.00
185582	Total Safety U.S.	Parts	\$171.68
185583	Truchan Construction	Road Project	\$4,000.00
185584	Verizon Connect Nwf, Inc	Fleet Management	\$317.87
185585	Wallwork Truck Center	Parts	\$2,892.20
185586	West Dakota Oil	Fuel	\$79.00
185587	West Plains Inc	Parts	\$102.13
185588	Western Choice Cooperative	Gas/Fuel/Oil	\$18,431.83
185589	Westlie Motor Company	Parts	\$8,175.05
185611	McKenzie Electric	Electricity	\$142.29
185612	MGM Rural	Garbage Service	\$85.00
185614	Sanford Health OccMed	DOT Exam	\$90.00
185615	Verizon	Phones	\$222.65
ACH	Chase-JP Morgan (credit cards)	Parts,Fuel,Office	\$2,189.53
<u>SW MULTI CORRECTIONS</u>			
185608	SW Multi County Corrections Center	Prisoner Transport/Boarding	\$20,261.68
<u>BUILDINGS</u>			
185591	AVI Systems	Other Projects	\$5,557.12
185593	Braun Intertec	Killdeer Shop Project	\$4,604.75
185597	JE Dunn Construction	Halliday Shop Project	\$370,462.00
185598	JLG Architects	Killdeer Shop Project/Halliday Shop	\$30,479.85
<u>COUNTY PARK</u>			
185611	McKenzie Electric	Electricity	\$32.33
185616	Western Choice Coop	Maintenance	\$666.78
185592	Badlands Aggregate	Missouri Arm Project	\$1,310.53
<u>WEED CONTROL</u>			
ACH	Chase-JP Morgan (credit cards)	Misc., Office, Postage	\$436.91
185595	Embroidery Arts	Safety Clothing/Misc Clothing	\$618.00
185596	Forum Communications	Advertising	\$198.90
185599	Keith Signs	Misc. Vehicle	\$146.00
185603	Nutrien Ag Solutions	Chemicals	\$943.20
185601	NW Tire	Tires	\$589.92
185613	Running's Supply	Misc. Vehicle	\$146.67
185616	Western Choice Coop	Supplies/Misc/Parts	\$573.10
<u>COUNTY AGENT</u>			
185594	Consolidated Telcom	Phones	\$210.00
185602	NDSU	Books/Tags	\$74.00
ACH	Chase-JP Morgan (credit cards)	Office, Travel	-\$63.61
<u>DEM</u>			
ACH	Chase-JP Morgan (credit cards)	Fuel, Hazmat,Misc.	\$161.76

<u>VETERAN SERVICE OFFICER</u>			
185617	Consolidated Telcom	Phones	\$44.64
185615	Verizon	Phones	\$93.83
ACH	Chase-JP Morgan (credit cards)	Office, Misc. Vehicle	\$352.57
<u>E911</u>			
185607	Reservation Telephone	911 Fee's	\$80.00
185601	NDACO Wireless	911 Fee's	\$482.45
185600	ND State Radio	State Radio Fee's	\$12,295.08
<u>HAZ MAT</u>			
185609	Total Safety	Hazmat Supplies	\$1,272.00
ACH	Chase-JP Morgan (credit cards)	Hazmat Supplies	\$250.00
<u>24/7</u>			
185605	Office of Attorney General	24-7 fee's	\$1,475.00

Upon roll call vote, all voted aye, motion carried.

Motion by Kleemann, seconded by Hauck, to adjourn. The meeting adjourned at 2:45 p.m.

Craig Pelton, Chairman

August 5, 2020
Date

ATTEST:

Tracey Dolezal, Auditor