

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS OF WELLS
COUNTY, ND
KTL Building
April 6, 2020**

NOTE: All motions unanimously passed unless otherwise stated.

KEY: M-Motion; MS-Motion Second; VV – Voice Vote; MC-Motion Carried.

The Board of County Commissioners met in regular session with the following members present: Dennis T. Dockter, Chairman; Mary Hager, Danny (Boone) Maxwell; Stan Buxa and Leon Klocke

This meeting was held at the KTL Building, Fessenden, ND, because of the ongoing COVID-19 guidelines set forth by Governor Burgum in trying to keep our North Dakotans safe. This meeting was also available for the public to listen via Zoom.

Chairman Dockter called the meeting to order.

M by Commissioner Buxa and MS by Commissioner Klocke to dispense with the reading of the minutes of the previous meeting, also the meetings of March 10th and March 19th, 2020, and that they be approved as published in the official newspaper of Wells County.

Upon VV, MC.

Timesheets were reviewed by the Commissioners.

The Middle Sheyenne Watershed Project was reviewed.

M by Commissioner Buxa, MS by Commissioner Maxwell to approve the bills as presented. The Auditor explained one of the bills that was paid to the IRS. It was an error on the part of the Auditor as the Federal Tax deposit for payroll was late. The Auditor took the matter very seriously and apologized for the event. A letter was drafted and will be sent to the IRS requesting a waiver of the penalty because it is taxpayer dollars.

Upon VV, MC.

Fee procedures. The Commissioners had questions on how someone could pay over the phone with a credit card if they needed to pay for information from one of the offices in the Courthouse, instead of having to travel to Fessenden to pay for it in person before they can get it. They would like more transactions to be able to be paid for like this other than just property taxes. The Auditor will check into this and find out.

Portfolio reports were given.

A bid was received from Opdahl Concrete for replacing part of the sidewalk on the east side of the Courthouse, along with two pads on either side for picnic tables.

M by Commissioner Hager, MS by Commissioner Klocke to approve the bid received by Opdahl Concrete for replacing part of the sidewalk and adding two pads on either side for picnic tables. The County will provide the gravel that is needed.

Upon VV, MC.

Correspondence was read and disposed of.

The following Resolution was introduced by Commissioner Hager and MSed by Commissioner Buxa for adoption:

BE IT RESOLVED, that the following schedule of prices be adopted and charged by the County for use of road equipment with operator for township work done during 2020 and continuing thereon until further revised:

Blade work with Attachment	\$120.00 per hour
Backhoe.....	\$100.00
Large Pay loader	\$100.00
Packer Pull Behind.....	\$50.00
Self-Propelled Roller	\$60.00
Steel Roller.....	\$60.00
Self-Propelled Power Broom	\$60.00
CAT Compact Track Loader with attachments	\$100.00
Asphalt Distributor.....	\$100.00
Gravel Trucks.....	\$100.00
Lowboy Tractor & Trailer	\$125.00
Semi with Water Tanker	\$125.00
6" Water Pump.....	\$100.00
Walk Behind Wet Saw	\$60.00
Case 885 Tractor	\$80.00
Chipsreader	\$150.00
Paver	\$150.00

On vote being taken, all voted yes, and the Chairman declared the Resolution adopted.

The subject of an additional parking spot or a cement pad being placed on the north side of the Courthouse was brought up again. This would be for employee vehicles. The Commissioners decided to put this on hold again. An idea was brought up to add some gravel across the street to the south so that it wouldn't be so muddy when parking there. This will be checked into.

An Application for an Abatement of Taxes for Homestead Credit for the tax year 2018 was received for Parcel #s 50359000 & 50360000.

An Application for an Abatement of Taxes for Homestead Credit for the tax year 2019 was received for Parcel #s 18105002 & 18105003.

M by Commissioner Klocke, MS by Commissioner Buxa to approve the applications.
Upon VV, MC.

An Application for an Abatement of Taxes for the tax year 2019 was received for Parcel #50136000.

M by Commissioner Buxa, MS by Commissioner Maxwell to approve the applications.
Upon VV, MC.

An Application for an Abatement of Taxes for the tax year 2019 was received for Parcel #82300000.

M by Commissioner Hager, MS by Commissioner Buxa to approve the applications.
Upon VV, MC.

An Application for an Abatement of Taxes for the tax year 2019 was received for Parcel #50136000.

M by Commissioner Buxa, MS by Commissioner Maxwell to approve the applications.
Upon VV, MC.

An Application for an Abatement of Taxes for the tax year 2019 was received for Parcel #11095001.

M by Commissioner Hager, MS by Commissioner Klocke to approve the applications.
Upon VV, MC.

An Application for an Abatement of Taxes for the tax year 2019 was received for Parcel #50001000.

M by Commissioner Buxa, MS by Commissioner Klocke to approve the applications.
Upon VV, MC.

An Application for an Abatement of Taxes for the tax years 2017, 2018 & 2019 was received for Parcel #13055000, 13084000 & 13088000.

M by Commissioner Hager, MS by Commissioner Maxwell to approve the applications.
Upon VV, MC.

An Application for an Abatement of Taxes for the tax year 2019 was received for Parcel #'s 25046000, 25061000, 25062000, 25063000, 25064000, 25086000, 26124000 & 26126000.

M by Commissioner Buxa, MS by Commissioner Maxwell to deny the applications due to the fact that the applicant is asking for an Abatement of Special Assessments.
Upon VV, MC.

The Auditor updated the Commissioners on the 2020 Primary Election. Governor Burgum has waived the requirement of one polling place being open in addition to having Vote by Mail. The Governor also recommended all Counties to go with Vote by Mail due to the COVID-19 pandemic right now. A suggestion of having drop boxes placed in the County for voters in addition to mailing them was given as well. The ND Secretary of State's offices will be mailing out the applications for the ballots and paying for the postage of the applications for all of the ND Counties. The Counties are still responsible for paying for the cost of mailing the Ballot.

M by Commissioner Buxa, MS by Commissioner Maxwell to have Wells County follow Governor Burgum's Executive Order 2020-13, which states that the requirement for each County

to identify one polling location to be open on Election Day (NDCC 16.1-11.1-01(1) is hereby suspended. This only applies to the Primary Election on June 9, 2020.

Upon VV, MC.

Brent Keller, Wells County Road Foreman, met with the Commissioners.

Bid Opening

Pay loader Bid:

Butler (CAT): 2019 Caterpillar Model 938M Standard Lift Wheel Pay
Loader –

\$218,120.00 less Trade-In Allowance
\$72,500.00,
balance due: \$145,620.00

RDO (John Deere): 2020 John Deere 624L Pay Loader-
\$190,500.00 less Trade-In Allowance
\$58,250.00,
balance due: \$132,250.00

M by Commissioner Buxa, MS by Commissioner Maxwell to purchase the 2020 John Deere 624L Pay Loader from RDO for \$132,250.00.

On vote being taken, with Buxa, Maxwell and Dockter voting aye, and Hager and Klocke voting nay, the Chairman declared the motion carried.

Mr. Keller then talked about information he had received from the ND DOT regarding possible funding for a road project this summer. Wold Engineering got some information together and presented it to DOT. Wells County isn't under any obligation to do this project, DOT just wanted information in case funding came through.

Mr. Keller also talked about repairing the gravel road in Hillsdale Township that was damaged last year due to a re-routing situation that occurred near Harvey due to a traffic accident.

Randi Suckut, Wells County HR Director, then sat with the Commissioners and presented information on the Families First Coronavirus Response Act. Mr. Suckut worked on this policy, which would spell out what actions would be taken in case an employee of Wells County has to take leave because of the virus. This policy is consistent with the US Dept. of Labor rules. There were questions on different scenarios that might happen to employees. General consensus by the Commissioners was that employees would use their sick leave, then vacation and then unpaid leave. Each scenario would be looked at on a case by case basis.

M by Commissioner Buxa, MS by Commissioner Hager to adopt this policy to be in effect from April 1, 2020 until December 31, 2020.

Upon VV, MC.

Larry Skiftun & Tammy Roehrich then entered the meeting.

Tammy Roehrich, Wells County Emergency Manager, met with Commissioners to discuss COVID-19 as well. Tammy said that Wells County, the District Health Unit and St. Aloisius are all very well prepared in case the virus hits us.

The Commissioners did talk about summer hours for the Courthouse, which usually start May 1.

M by Commissioner Buxa, MS by Commissioner Hager to start with summer hours on Monday, April 13th, instead of waiting until May 1.

Upon VV, MC.

Larry Skiftun and Tammy Roehrich, of the Wells County Water Resource District met with the Commissioners. Mr. Skiftun handed out information regarding a hydrolic analysis by the Sykeston Park. He recommends that an additional culvert be installed along with the one already there. Wells County will pay for the culvert only and Larry will talk to the city of Sykeston about paying for the dirt and the headwall that will be needed. He will talk to the Township about raising the road.

M by Commissioner Buxa MS by Commissioner Maxwell for Wells County to purchase the ten (10) foot culvert contingent upon the city of Sykeston paying for the dirt work and the headwall.

Upon VV, MC.

The following Fees and Receipts were approved and ordered filed:

Recorder	\$2,260.60
Clerk of Court	\$155.00
Sheriff	\$740.00
Misc. Receipts	\$21,197.88

On motion, the following bills were ordered paid:

Direct Deposit	Payroll, General	\$80,335.81
Direct Deposit	Payroll, 911	\$973.58
Direct Deposit	Payroll, County Agent	\$2,862.25
Direct Deposit	Payroll, Social Welfare	\$62,140.52
Direct Deposit	Payroll, Insurance	\$60,454.70
Direct Deposit	Payroll, Road	\$44,231.56
Direct Deposit	NDPERS, Retirement	\$27,867.76

Mar. 20

Gen.

Dept. of Treas.	P & I	\$987.06
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Apr-20

Gen.

Jana Schimelfenig	AFLAC Reimb.	\$41.47
Kathleen K. Murray	AFLAC Reimb.	\$421.75
Purchase Power	Postage	\$1,005.00
Dak. Mail.	Meter Ink	\$170.99

Res. Acct.	Postage	\$10,000.00
WC Treas.	Phone	\$400.69
Verizon	Phone	\$40.09
NDTC	Phone	\$788.21
Dak. Central	Phone	\$200.00
Otter Tail	Utilities	\$1,855.40
Otter Tail	Utilities	\$29.69
WC Treas.	Payroll Chgs.	\$15.90
WC Treas.	Checks	\$171.00
Matthew Bender	NDCC Supp	\$191.56
Central Bus. Sys.	Copier Maint.	\$440.40
Central Bus. Sys.	Copier Maint.	\$126.35
Central Bus. Sys.	Copier Maint.	\$333.67
Cash & Carry	Janitor Supp.	\$24.99
Office Depot	Janitor Supp.	\$102.10
Weigelt Ref.	CH Maint.	\$3,956.00
Weigelt Ref.	KTL Maint.	\$2,567.00
FU Oil	Janitor Supp.	\$44.97
Mid-Dak. Lumb.	Janitor Supp.	\$147.68
Jeff's Key & Lock	Janitor Supp.	\$4.00
Dak. Dust-Tex	Janitor Supp.	\$2,614.20
WC Treas.	Election Travel	\$172.80
Office Depot	Election Supp.	\$23.19
Mid-Dak. Lumb.	Election Supp.	\$138.75
Renae Heintz	Election Travel	\$208.00
Julie C Krosbakken	Election Travel	\$208.00
Herald Press	Legal Pub.	\$446.63
First Intl. Ins.	Boiler Policy	\$2,674.00
Village Family Service	EAP	\$1,680.00
Convergint Tech.	Annual Agree.	\$3,882.72
Office Depot	Comp. Supp.	\$231.29
Tyler Tech.	Tech. Support	\$264.60
Sidwell Co.	GIS	\$1,155.00
Vanguard Appraisals	Program License	\$3,750.00
ITD	Monthly Tech.	\$2,232.95
ND Assn. of Co.	D & A Testing	\$25.00
Fess. City	W & G	\$145.95
Fess. City	W & G	\$146.48
Renae Heintz	Ins. Ded.	\$250.00
Office Depot	Office Supp.	\$6.74
ND Co. Treas. Assn.	Dues	\$200.00
Office Depot	Office Supp.	\$220.32
ND State Treas.	Marriage Lic.	\$35.00
Office Depot	Office Supp.	\$37.99
Stutsman Co. Aud.	Mental Health	\$123.50

Paul Murphy	Mental Health	\$384.63
Office Depot	Office Supp.	\$74.79
NDPOA	Dues	\$200.00
ND State Radio	Maint.	\$300.00
WC Treas.	Office Supp.	\$214.02
Faye Schimelfenig	Sheriff Supp.	\$100.00
WC Treas.	Sheriff Travel	\$450.92
Krahlers Parts	Sheriff's Cars Maint.	\$159.97
FU Oil	Travel-Sheriff	\$714.17
Janelle Pepple	Travel-Sheriff	\$184.30
Guardian Fleet Safety	Sheriff's Cars Maint.	\$10,231.62
MidStates Wireless	Sheriff's Cars Maint.	\$2,270.00
Opdahl's	Sheriff's Cars Maint.	\$10,038.16
Creative Product Source	Sheriff Promo	\$280.44
WC Treas.	Phone	\$99.37
NDTC	Phone	\$104.33
Tammy Roehrich	MIge	\$92.00
Otter Tail	Utilities-DES	\$41.57
WC Treas.	SS Ind. - Postage	\$51.30
NDTC	SS Ind. - Phone	\$683.45
Dak. Central	SS Ind. - Phone	\$165.80
Otter Tail	SS Ind. - Utilities	\$142.10
New Rockford Utility	SS Ind. - Utilities	\$106.08
Mon.-Dak. Utilities	SS Ind. - Utilities	\$125.02
Kim Johnson	SS Ind. - Snow Removal	\$300.00
4th Corp.	SS Ind. - Janitorial Service	\$140.00
Leaf	SS Ind. - Copier Exp/Supp.	\$506.23
Central Bus. Sys.	SS Ind. - Copier Exp/Supp.	\$437.86
NDACo	SS Ind. - IT Support	\$1,014.64
ND Assn. of Co.	SS Ind.- Empl. Drug Testing	\$25.00
Janelle Pepple	FH-Cleaning	\$125.00
Otter Tail	FH/Fair Utilities	\$430.18
Fess. City	W & G	\$165.65
		\$74,310.62

911

ND State Radio	Data Base/Circuiting/Updates	\$11,007.36
NDTC	Data Base/Circuiting/Updates	\$156.34
Dak. Central	Data Base/Circuiting/Updates	\$595.98
WC Treas.	Travel/MIge.-911	\$172.80
Janelle Pepple	Travel/MIge.-911	\$229.18
		\$12,161.66

Jail & Trans.

St. Aloisius Med. Ctr.	Meds.	\$13.55
HACTC	Meds.	-(\$10.31)
Dept. of Correct. & Rehab	Prison Board	\$150.00
Stutsman Co. Correct. Ctr.	Prison Board	\$350.00
HACTC	Prison Board	\$4,650.00
		\$5,153.24

Co. Agent

Leaf	Copier Lease & Maint.	\$243.00
Central Bus. Sys.	Copier Lease & Maint.	\$215.96
Lindsay Maddock	Phone	\$60.00
WC Treas.	Phone	\$148.11
Lindsay Maddock	Mlge.	\$32.20
Otter Tail	Utilities	\$39.59
		\$738.86

Co. Emerg.

Tammy Roehrich	COVID-19 Travel	\$46.00
Dell Mktg.	Tech Program-COVID-19	\$241.80
For Goodness Sake	Sanitizer-COVID-19	\$17.94
MARC	Sanitizer-COVID-19	\$1,359.39
Tracys Mkt.	Cleaning Supp.-COVID-19	\$163.20
		\$1,828.33

Social Services

Lisa Marchus	AFLAC Reimb.	\$14.69
Kim Goettle	AFLAC Reimb.	\$41.47
Alicia Lamm	FC Ins. Ded.	\$250.00
CenDak FU Co-op	Fuel	\$147.93
Patriot Fuels	Fuel	\$174.89
Alicia Lamm	Meals	\$30.78
WC Sheriff's Dept.	FC/Safety Perm.	\$689.70
WC Treas.	Dues/Reg Fees	\$135.00
WC Treas.	Fuel	\$105.51
Patriot Fuels	Fuel	\$64.45
FU Oil	Safety Perm.	\$45.00
FU Oil	Fuel	\$59.02
Becky Dockter	Travel/Mlge	\$136.88
Vicky Calheim	Travel/Mlge	\$298.12
Alison Nybo	Ins. Ded.	\$89.05
Lisa Marchus	Ins. Ded.	\$250.00
Central City H2O+	Water	\$144.50
Tracys Mkt.	Office Supp	\$85.05
ITD	IT Other	\$96.19

WC Treas.	Phone	\$258.43
WC Treas.	Office Supp	\$15.18
Office Depot	Office Supp	\$164.62
Herald Press	Office Supp	\$74.00
WC Treas.	Fuel	\$50.51
FU Oil	Fuel	\$86.53
		\$3,507.50

Weed Control

Kelly Muscha	Mtg.	\$188.40
Dale Schmitz	Mtg.	\$140.60
Doug Hoff	Mtg.	\$207.51
Kevin Bachmeier	Mtg.	\$194.77
Donna Rau	Salary - Sec.	\$220.87
Steve Eckart	Salary - Weed Officer	\$394.74
Valhalla Twp.	Spray. Incentive-WC	\$500.00
US Treas.	Withholdings	\$714.51
		\$2,561.40

Hwy Tax

KHND Radio	Adv.	\$40.00
Butler Mach.	Mach. Repairs & Supp.	\$3,200.49
BW Electric	Building Upkeep	\$182.96
FU Oil	Fuel & Supp.	\$12,204.23
Harvey Oil Co.	Fuel	\$2,601.94
LyCox Enter.	Hwy Mach.	\$9,290.00
Fastenal Co.	Mach. Repairs & Supp.	\$62.27
WC Treas.	Mach. Repairs & Supp.	\$199.96
Harvey Motor Service	Mach. Repairs & Supp.	\$60.75
High Plains Equip.	Mach. Repairs & Supp.	\$12.25
Swanston Equip.	Mach. Repairs & Supp.	\$786.93
Gooseneck Imp.	Mach. Repairs & Supp.	\$420.78
Patzer Truck Repair	Mach. Repairs & Supp.	\$294.42
Dales Radiator & Repair	Mach. Repairs & Supp.	\$690.00
NAPA	Mach. Repairs & Supp.	\$720.99
Meehan Machine	Mach. Repairs & Supp.	\$76.36
TSC	Supp.	\$489.37
Lemer's	Supp.	\$90.50
Jeff's Key & Lock Repair	Supp.	\$95.00
Praxair	Supp.	\$37.20
CenDak Coop.	Supp.	\$9.00
Farm & Family	Supp.	\$20.96
Certified Lab.	Supp.	\$432.00
NDTC	Phone	\$144.29

Otter Tail	Utilities	\$380.01
Verendrye Elec.	Utilities	\$357.26
N. Plains Elec.	Utilities	\$2,964.40
Wade Williams	Physical	\$100.00
Harvey City	W & G	\$59.70
Fess. City	W & G	\$162.80
Central Plains Water	Water	\$300.00
		\$36,486.82

24-7

Office Of Atty Gen.	Scram Fees	\$310.00
PharmChem	Sweat Patch Analysis	\$371.15
Redwood Tox.Lab.	Sheriff Screenings	\$256.59
		<u>\$937.74</u>
		\$137,686.17

On motion, meeting adjourned.

ATTEST: _____ APPROVED: _____
 Julie Krosbakken, Wells County Auditor Dennis Dockter, Chairman