

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS
OF WELLS COUNTY, ND
May 5, 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.

Also present was Neil Thormodsgaard.

Chairman Dockter called the meeting to order.

M was made by Commissioner Hager and MS by Commissioner Buxa to dispense with the reading of the minutes of the previous meeting minutes and that they be approved and published in the official newspaper of Wells County, The Herald-Press.

UPON VV, MC

Timesheets were reviewed.

The Middle Upper Sheyenne Water Project was discussed.

M was made by Commissioner Buxa and MS by Commissioner Klocke to approve the bills.

UPON VV, MC

Portfolio Reports.

M was made by Commissioner Klocke, MS by Commissioner Maxwell, to remove the prior Motion from the April 7, 2020 meeting, regarding the repair of the sidewalk and adding two other pads for picnic tables.

UPON VV, MC

M was made by Commissioner Klocke, MS by Commissioner Hager to advertise for bids for the repair/replacement of the sidewalk on the east side of the building and to draw up plans for an additional handicap parking space, and a possible pad for the dumpster and picnic tables.

UPON VV, MC

Commissioner Maxwell briefly discussed the Fair Boards decision to cancel the Wells County Fair this year due to the COVID 19 pandemic. The Commissioners discussed the idea of the Board to consider other events at the Fairgrounds throughout the summer.

Correspondence. Chairman Dockter presented a letter from the Federal Dept. of Transportation, as they would like a letter of support for the Hwy 3 & 200 project. The Auditor will send this letter in.

The Auditor let the Commissioners know about the request from the State for County expenses related to COVID 19. NDACO President Terry Traynor asked for expenses from each County so that they could submit them for a possible 100% reimbursement through the CARES Act. Wells County had over \$3,000 in expenses that was submitted.

Janelle Pepple, Wells County 911 Coordinator, stopped in to talk about the 911 fees. The new per line fee will be \$1.36 per line per month. Ms. Pepple also informed the Commissioners that events that have been scheduled for the Festival Hall this summer are still on hold due to COVID 19.

M was made by Commissioner Buxa, MS by Commissioner Hager to accept a contract that was submitted by the ND Office of State Administrator regarding the funding agreement for the Clerk of District Court services. The amount of funding per month will be going down \$198.00 for 2021-22.

UPON VV, MC

The Commissioners reviewed a letter from the Bureau of Land Management asking Wells County to participate in the ND Resource Management Plan. Wells County will not be a cooperator at this time, but would like to receive notification of public meetings and the availability of draft documents for public review and comment.

An application for an Abatement of Taxes for the Homestead Credit for the 2018 and 2019 tax years was reviewed for Parcel #'s 81352000, 81354000, 81353000, 70152000 & 81343000.

M was made by Commissioner Buxa and MS by Commissioner Hager to approve the applications.

UPON VV, MC

An application for Property Tax Exemption of a Farm Residence was reviewed for Parcel #21173000, 1009000 & 100900001. Applications for Abatement or Refund of Taxes for Parcel #60058000 for 2018 & 2019 were also reviewed.

M was made by Commissioner Klocke and MS by Commissioner Hager to approve the applications.

UPON VV, MC

A request from an employee for a time clock was discussed. The Commissioners will look into the matter and the cost for a time clock.

Pay raises for 2021 Budget process were discussed next. The Auditor gave the Commissioners information from the Consumer Price Index, as that is what is generally followed from year to year in pay raises.

M was made by Commissioner Buxa, MS by Commissioner Maxwell to follow the 1.8 % guideline from the CPI for 2021 payroll budgeting purposes, with actual percentage to be determined later.

UPON VV, MC

Brent Keller, Wells County Road Foreman, updated the Commissioners on various things with the Road Department. Updates included the condition of the roads, the JD loader (lender) that will be delivered next week and the Wellsburg Bridge. He also stated that there is no hurry to take off the road restrictions due to the conditions of the roads at this time. The Ford pickup being used by the Road Crew could be put up for bids as it has over 250,000 miles on it.

He has hired one temporary summer person to help out. When Tristin Schimke went from temporary summer help to full time, his wage was never increased, therefore still making the same amount as the temp. hired this summer.

M was made by Commissioner Buxa, MS by Commissioner Maxwell to increase Tristin Schimke's wages by \$1.00, effective May 1, 2020.

UPON VV, MC

Terry Kost of Harvey then came in and talked to the Commissioners about a fencing problem he is having with his Township. General consensus by the Commissioners was that it was out of their hands.

Mary Hager left the meeting.

Tammy Roehrich, Wells County Emergency Manager and Wells County Sheriff Christopher Kluth entered the meeting. Discussion was held on the re-opening of the Courthouse and KTL Building to the public. General consensus was to be closed for another two weeks, then to re-evaluate the situation. Tammy then discussed the possibility of becoming a mass test site for COVID 19 in Wells County.

M was made by Commissioner Buxa, MS by Commissioner Maxwell that if the State were to pick Wells County for mass testing for COVID 19, Wells County will pay for the cost up front from the emergency fund, as the State would reimburse for those costs.

UPON VV, MC

M was made by Commissioner Klocke, MS by Commissioner Buxa to participate in a Run, Hide, Flight training on July 23, 2020, in Wells County. This would be mandatory training for all employees.

UPON VV, MC

Sheriff Kluth and the Commissioners also discussed the possible contract with the City of Fessenden and Wells County for police services. The Sheriff will meet with the Mayor for further negotiations.

The meeting was then recessed to go into Executive Session for discussion of security issues in the Courthouse.

Meeting was re-adjournd.

Randi Suckut, Wells County HR Director met with Commissioners regarding the personnel policy and vacation carryover. In the policy it states that personnel cannot carry over 80 hours of vacation time into the next year. Employees are asking that it be waived for 2021 due to COVID and some having to cancel vacation plans.

M was made by Commissioner Buxa, MS by Commissioner Maxwell to extend the carryover hours from 80 to 100 for 2021 only due to the pandemic. It will be for the one year only.
UPON VV, MC

Mr. Suckut then talked about NDPHIT. It is a group that was put together by the Hays Companies, Inc, in cooperation with NDIRF for a public health insurance trust. It could be something that would benefit Wells County in the area of health insurance and other benefits. The Commissioners instructed the Auditor to provide the information to the Hays Companies that they need in order to evaluate our current policy.

Carrie Krause, Wells County Recorder, met with Commissioners regarding her trip to Austin, TX in February to attend the Property Records Industry Association meetings.

Ms. Krause then informed the Commissioners that her office can take payments with a credit card over the phone now.

The following Fees and Receipts were approved and ordered filed:

Recorder	\$2,141.20
Clerk of Court	\$185.00
Sheriff	\$538.20
Misc. Receipts	\$37,895.18

On Motion, the following bills were ordered paid:

Direct Deposit	Payroll, General	\$83,081.84
Direct Deposit	Payroll, 911	\$928.08
Direct Deposit	Payroll, County Agent	\$2,949.47
Direct Deposit	Payroll, Social Welfare	\$61,569.69
Direct Deposit	Payroll, Insurance	\$63,098.50
Direct Deposit	Payroll, Road	\$53,045.52
Direct Deposit	NDPERS, Retirement	\$28,105.62

GEN

WC Treas	Phone-CH	\$390.15
Verizon	Phone-Gen	\$40.03
Tracy's Market	Janitor Supp	\$5.97

NDTC	Phone-Gen	\$761.54
Otter Tail	Utilities-CH	\$1,652.59
Otter Tail	Utilities-WR	\$30.64
Matthew Bender	NDCC Supp	\$200.61
Vanguard Appraisals	Comp Support	\$1,325.00
Pitney Bowes	Meter Rental	\$144.00
WC Treas	ZOOM	\$33.86
WC Treas	Payroll Chg	\$16.00
Kanwischer Electric	KTL Maint	\$45.00
Weigelt Ref	CH Maint	\$394.00
Duchscherer Supply	Janitor Supp	\$38.50
Harvey Motor Service	Janitor Supp	\$39.34
FU Oil	CH Maint	\$198.12
Mid-Dakota Lumber	Janitor Supp	\$125.90
WC Treas	Election Supp	\$40.64
Northern Plains Label	Election Supp	\$20.30
ES & S	Election Supp	\$155.85
Frey Ins	Prem	\$80.00
WSI	Prem-C. Service	\$250.00
NDACo	Comp-Gen	\$7,290.48
Office Depot	Comp. Supp	\$67.60
Office Depot	St A Supp	\$40.90
Dell	Comp Programs	\$795.72
Fessenden City	Water & Garbage-CH	\$146.70
Fessenden City	Water & Garbage-KTL	\$146.63
Office Depot	Office Supp-Aud.	\$215.50
Office Depot	Office Supp-Treas	\$31.03
RELX Inc.	Lexis Nexis Fees-St A	\$128.00
Office Depot	Office Supp-Rec	\$27.78
Andrew Marquart	Mental Health	\$288.00
WC Treas	Office Supp-Sheriff	\$108.05
Krahlers	Travel/MIge-Sheriff	\$174.96
WC Treas	Travel/MIge-Sheriff	\$449.45
FU Oil	Travel/MIge-Sheriff	\$228.40
Opdahl Body Shop	Vehicle Repairs-Sheriff	\$399.12
WC Treas	Phone-DES	\$99.33
NDTC	Phone-DES	\$109.96
Otter Tail	Utilities-DES	\$42.89
WC Treas	SS Indirect - Postage	\$501.45
Pitney Bowes Global Financial		
Services L	SS Indirect - Postage	\$196.02
Dakota Central	SS Indirect - Phone	\$161.38
NDTC	SS Indirect - Phone	\$677.86

New Rockford Utility Services	SS Indirect - Utilities	\$105.83
Montana-Dakota Utilities Co.	SS Indirect - Utilities	\$111.51
Otter Tail	SS Indirect - Utilities	\$177.82
Bessette Motors	SS Indirect - Vehicle Maint.	\$133.36
FU Oil	SS Indirect - Vehicle Maint.	\$752.88
Carrington Motor	SS Indirect - Vehicle Maint.	\$150.00
Kim Johnson	SS Indirect - Snow Removal	\$225.00
4th Corp	SS Indirect - KTL Maint	\$83.15
	SS Indirect - Copier	
WC Treas	Exp/Supp	\$329.90
	SS Indirect - Copier	
Central Bus Syst	Exp/Supp	\$268.93
	SS Indirect - Copier	
Leaf	Exp/Supp	\$506.23
NDACo	SS Indirect - IT Supp	\$1,014.64
FU Oil	Fuel-FH	\$297.00
Otter Tail	FH-Utilities	\$397.58
Fessenden City	Water & Garbage-FH	\$157.25
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		\$23,026.33

FED. AID ROAD

NorMont Equip	Road Mat	\$2,688.00
Susag Sand & Gravel	Road Mat	\$23,345.25
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		\$26,033.25

911

NDTC	Data	
	Base/Circuiting/Updates	\$156.34

JAIL & TRANSP.

HACTC	Prison Board	\$4,275.00
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CO. AGENT

Leaf	Copier Lease & Maint	\$243.00
WC Treas	Office Supp	\$121.78
WC Treas	Phone	\$140.95
Lindsay Maddock	Travel/Mlge	\$91.75
Otter Tail	Utilities	\$40.85
NDSU	Share of Co Agent	\$6,132.48
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		\$6,770.81

CO. EMERG-COVID-19

NDACo	COVID-19-Tech Supp	\$260.00
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Office Depot	COVID-19 Supp-Co Emerg	\$138.76
Tracys Market	COVID-19 Supp	\$56.75
W Co Health District	Sanitizer-COVID-19	\$45.00
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		\$500.51

SOC SERV

WC Treas	Fuel/Foster Care	\$20.29
Patriot Fuels	Fuel/Foster Care	\$104.92
CenDak F U Co-op	Fuel/Foster Care	\$105.38
WC Treas	Misc/Foster Care	\$5.30
WC Treas	Fuel/Child Protect. Serv.	\$48.52
FU Oil	Fuel/Child Protect. Serv.	\$25.30
Patriot Fuels	Parent Aid/Fuel	\$65.54
FU Oil	Family Social Worker/Fuel	\$21.76
Jordan Pepple	Family SW-Travel/Mlge	\$4.20
	Family Soc. Worker/Vital	
WC Treas	Records	\$14.00
	Family Soc. Worker/Safety	
FU Oil	Perm.	\$20.00
Shirley Krueger	Mixed Workload-Health Ins.	\$250.00
Patriot Fuels	Mixed Workloads/Fuel	\$23.50
FU Oil	In Home Care/Fuel	\$44.57
Vicky Calheim	In Home Care - Travel/Mlge	\$292.10
Becky Dockter	In Home Care - Travel/Mlge	\$59.80
WC Treas	Zone Admin Supp/Misc	\$94.46
Abigail Hayton	Zone Admin Supp/FNP	\$100.00
Kotaco	Zone Admin Supp/FNP	\$2,400.00
Assembly of God	Zone Admin Supp/FNP	\$250.00
Foster Co Ind	Zone Admin Supp/Misc	\$40.00
Alison Nybo	Zone Admin Supp/Misc	\$10.74
Lori Keller	Zone Admin Supp/FNP	\$2,302.20
Elliot Dockter	Zone Admin Supp/FNP	\$350.00
Morgan Harness	Zone Admin Supp/FNP	\$450.00
Ruth Schuh	Zone Admin Supp/FNP	\$400.00
Miller's Fresh Foods	Zone Admin Supp/Misc	\$13.14
Central City H20+	Zone Admin Supp/Misc	\$47.50
Jonathon G Franklin	Zone Admin Supp/Misc	\$750.00
Ruby Franklin	Zone Admin Supp/FNP	\$150.00
Ericka Hager	Zone Admin Supp/FNP	\$450.00
Duchscherer Supply	Zone Admin Supp/Misc	\$16.98
Sage Feist	Zone Admin Supp/FNP	\$360.00
Rose M Seefeld	Zone Admin Supp/FNP	\$200.00
ITD	Zone Admin Supp/IT Other	\$111.19

WC Treas	Zone Admin Supp/Cell phone	\$316.00
WC Treas	Zone Admin Supp./Office Mat	\$69.68
FU Oil	HS Zone Board/Fuel	\$32.13
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		\$10,019.20

WEED CONTROL

	Donna Rau	Sec.	\$220.87
Steve Eckart		Weed Officer	\$394.74
Benson County Farmers Press		Adv	\$87.75
Foster Co Ind		Adv	\$130.00
Herald Press		Adv	\$86.98
Transcript Pub		Adv	\$100.00
Hawksnest Twp		Cost Sharing	\$500.00
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			\$1,520.34

HWY TAX

WC Treas		Fuel	\$50.25
	FU Oil	Fuel	\$8,921.54
Rick's Wholesale Tire		Mach Repairs & Supp	\$1,796.00
Butler Machinery		Mach Repairs & Supp	\$4,604.00
Fastenal		Mach Repairs & Supp	\$75.25
Northern Plains		Utilities	\$1,668.23
Harvey Oil Co.		Fuel	\$2,688.49
Krahlers		Mach Repairs & Supp	\$46.20
High Plains Equip		Mach Repairs & Supp	\$1,542.40
Meehan Machine		Mach Repairs & Supp	\$83.47
WC Treas		Mach Repairs & Supp	\$745.26
Harvey Motor Service		Mach Repairs & Supp	\$86.35
Gooseneck Imp		Mach Repairs & Supp	\$244.60
Patzer Truck Repair		Mach Repairs & Supp	\$5,732.05
Lemer's		Supp	\$5.19
Taverna Electric		Supp	\$77.20
TSC		Supp	\$144.62
Praxair		Supp	\$34.80
Acme Tools		Supp	\$172.08
NDTC		Phone	\$146.11
Otter Tail		Utilities	\$313.08
BW Electric		Misc.-Repair Wires	\$387.43
Harvey City		Water & Garbage	\$59.70
Fessenden City		Water & Garbage	\$172.28
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			\$29,796.58

PRES

Tyler Tech	Tech. Supp	\$264.60
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24-7

Office Of Atty Gen	Scram Fees	\$195.00
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CO. AGENCY

WC Treas	Office Supp	<u>\$15.99</u>
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\$102,573.95

On Motion, meeting adjourned.

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