

Wells County Commissioner's Meeting Minutes December 7, 2023

The December meeting was called to order by Chairman Buxa at 8:34 AM. Present at the meeting were Stan Buxa, Dennis Dockter, Bryan Lutt, Danny Maxwell, Lydia Gessele, Daniel Stutlien, and Neil Nelson of the Herald-Press. Commissioner Leon Klocke was absent.

The Commission wishes to express their collective appreciation for the Holiday decoration of the WC Courthouse.

Added to the Agenda was discussion of petitioning for appointment of the States Attorney in WC in the future.

BL (*M*), DD (*S*) to approve the minutes from the November Meeting. Unanimously carried.

DM (*M*), DD (*S*) to approve the minutes from the November Special Meeting. Unanimously carried.

Employee timesheets were reviewed by the commissioners.

DM (*M*), BL (*S*) to approve the bills as presented. Unanimously carried.

Pledged Securities were shared with the Commission. BL (*M*), DM (*S*) to approve the pledged securities as presented from DHB, FIBT & FSB. Unanimously carried.

DD (*M*), DM (*S*) to approve Laura Muscha, Treasurer, and Daniel Stutlien, Auditor, to purchase or cash out CD's on behalf of WC. Unanimously carried. The Auditor shared current CD investments with the Commission.

The current WC Balance Sheet was reviewed and discussed as well as the Auditor reviewed funds which the Commission controls and the cash flow of WC.

Correspondence from Garrison Diversion regarding the Red River Valley Water Supply Project and upcoming 2024 construction in Wells County, specifically a 3-mile stretch in Bilodeau Township, was shared. An invitation to the 60th Annual Joint ND Water Convention and Irrigation Workshop in Bismarck December 5-8, was shared. Finally, information from the ND Dept. of Ag regarding the '23-'25 Landowner Assistance Program and Targeted Assistance Grant was shared.

Commission Portfolios were reviewed and discussed.

WC Sheriff, Chris Kluth, addressed the Commission with topics of discussion including the department's Calls for Service Report, and the resignation of Deputy Michael Beaver.

WC Road Foreman, Brent Keller, met with the Commission to discuss matters of his department. Keller spoke of the duties the department is performing during the unseasonable late fall weather in preparation for next Spring. Keller also discussed personnel issues within the Road Dept. Keller requested the Commission consider the concept of paid blading for townships in '25. WC was informed by the NDDOT that the bridge over the James River 3 miles North of Fessenden on County Highway #1 has been reduce to 30 tons. The bridge has been posted as required but WC has not been informed why the restriction had to be placed.

Jason Mayfield and Kent Indvik of Wold Engineering met with the Commission to discuss WC Highway #5 and flexible funding options. DD (M), DM (S) to authorize Wold Engineering to apply for flexible funding for a complete rebuild the West 7 miles of on behalf of WC. Unanimously carried.

Rena Johnson of Delger Township addressed the WC Commissioners regarding the WC Road Foreman. Johnson, accompanied by David Flick and Henry Heintz, commented that the Supervisor is the liability of both WC and the Commissioners. Suggestions were made to keep a log of blading schedules and to ascertain public relations training for the WC Road Foreman. After discussion, it was the consensus of the Commission to direct the Road Foreman to work with and respond to constituents in a more professional manner.

Jennie Krause of KLJ was present to update the Commission on upcoming bridge construction in WC scheduled for '24 & '25, and share info on land acquisition. DD (M), BL (S) to approve the land valuations presented near the bridge site South of Harvey. Unanimously carried. DM (M), DD (S) to approve the land valuations presented near bridge sites North & East of Fessenden. Unanimously carried.

The Commission discussed officers and portfolio assignment for 2024. DD (M), BL (S) to appoint Stan Buxa as Chairman. Unanimously carried. DM (M), DD (S) to appoint Leon Klocke Vice-Chairman. Unanimously carried. Chairman Buxa will appoint portfolios at the January meeting. For other WC Boards, DD (M), BL (S) to appoint Danny Maxwell to another 3-year term on the Weed Board. Unanimously carried. DM (M), DD (S) to eliminate the WC Soils Committee as it is dormant. Unanimously carried.

Wells County received beer and liquor licenses applications from all existing licensees, including Fessenden Country Club, Fessenden Country Club (*Festival Hall*), Flatland Trail Blazers, Inc. (*Wells County Fairgrounds*), KALR Inc. (*Bremen Bar*), Kotoco Fuels Inc., and Peaceful Valley Golf Course. DD (M), BL (S) to approve each of the license requests. Unanimously carried.

DD (M), DM (S) to approve DHB, FIBT, and FSB as designated depositories for Wells County Funds for 2024. Unanimously carried.

Commission meeting dates for 2024 were shared with the Commission.

Yearend authorizations were discussed. BL (M), DD (S) to authorize the Auditor to approve all payments to election workers and postage, schools, townships, cities, fire districts, and all political subdivisions, including the County Agency, Preservation, ND 24/7, Sheriff, and 911 Wireless funds, as the Auditor may deem appropriate without first presenting the payments to the Commissioners for approval throughout 2024. Unanimously carried.

WC Auditor Daniel Stutlien shared information regarding HB 1307, the Back the Blue Grant. WC has received \$14,423 to utilize for recruitment and retention of law enforcement officers from the present to the end of '24.

The WC Property Foreclosure was held November 21st. Parcel 5032700 did not sell and, thus, belongs to WC. Parcel 80245000 also did not sell and was purchased by the City of Harvey for \$1. Therefore, WC Auditor, Daniel Stutlien recommended the Commission abate the taxes on each of these parcels. BL (M), DM (S) to abate the taxes on the aforementioned parcels. Unanimously carried.

The procurement of technology for WC was discussed. DD (M), BL (S) to mandate all future tech hardware be purchased through WC's technology support provider (NRG). Unanimously carried.

The Commission discussed using Hireclick as another avenue to advertise for various WC employment vacancies. Cost for Hireclick for WC would be \$99/mo. The consensus of the Commission is to continue using current avenues for advertising.

Discussion was held on the Regional Workforce Impact Program (RWIP) Grant.

In November, the WC Commission was presented with a bid to purchase a snowblower for the Road Dept. DM (M), DD (S) to forego the purchase of this equipment this season.

The Commissioners were informed \$7,727.23 has been sitting in a Paid Under Protest account for more than two decades. The Commission was advised to transfer the money to the GF. DD (M), DM (S) to move those dollars to the GF. Unanimously carried.

Jordan Beckley of WC District Health addressed the Commission regarding the Opioid Settlement Allocation Plan and MOU recently developed for purposes of expending settlement dollars as per NDCC. BL (M), DD (S) to approve the plan as developed. Unanimously carried.

WC Auditor, Daniel Stutlien, shared the WC precinct plan for Election '24. WC will be a single precinct in the new plan with splits for the cities of Bowdon, Cathay, Fessenden, Hamberg, Harvey, Hurdsfield, and Sykeston. This means eight (8) ballot styles for the Primary in June and a single ballot style for the General Election in November. DD (M), DM (S) to approve the WC Precinct plan as developed. Unanimously carried.

The next WC Departments' Meeting is slated for Thursday, December 21st, at 2:00 PM for the WC Staff Social.

The next Six-County Meeting will be held in Emmons County Tuesday, December 12th, at 10:00 AM.

A brief discussion was held on the transition of the States Attorney position becoming an appointed position as opposed to an elected position. This involves a petition process and requires a vote of the people of WC. Although the process is different, the Commission also intends to pursue making the WC Recorder an appointed position as well.

The regular January WC Commission meeting will be January 4, 2024 at 8:30 AM. There being no further business, the meeting was adjourned at 12:40 PM.

The following Fees and Receipts were approved and ordered filed:

Clerk of Court	\$ 250.00
Recorder	\$ 3,110.00
Sheriff	\$ 759.50
Misc.	\$ 137,474.56

On motion, the following bills were ordered paid: (*Gross wages, when listed*)

#Direct Deposit	Payroll, General (1000)	\$ 85,684.82
#Direct Deposit	Payroll, Road (2001)	\$ 54,030.00
#Direct Deposit	Payroll, 911 (2003)	\$ 1,053.17
#Direct Deposit	Payroll, County Agent (2005)	\$ 3,392.83
#Direct Deposit	Payroll, Social Welfare (2007)	\$ 61,954.42

#ACH	BC/BS	Insurance	\$	63,353.23
#ACH	NDPERS	Retirement	\$	29,323.88

Dec.
2023

General

ODP Business Solutions, LLC	\$62.79	Central Supplies
Wells County Treasurer	\$75.25	Central Supplies
Pitney Bowes Bank Inc. Reserve Account	\$10,000.00	Postage
Wells County Treasurer	\$346.16	Telephone
Verizon	\$55.20	Telephone
Dakota Central	\$100.00	Telephone
NDTC	\$755.45	Telephone
Fessenden City	\$361.84	Countywide Utilities
Otter Tail	\$1,278.55	Countywide Utilities
Wells County Treasurer	\$117.30	Bank Charges
Wells County Treasurer	\$450.65	Courthouse & KTL Maintenance
Dakota Dust-Tex	\$478.56	Courthouse & KTL Maintenance
Farmers Union Oil-Fessenden	\$81.95	Courthouse & KTL Maintenance
Kayme Heintz	\$51.64	Janitor Supplies
Tracys Market	\$20.35	Janitor Supplies
Opdahl Concrete, LLC	\$1,735.00	KTL Maintenance
Menards-Minot	\$71.65	Courthouse & KTL Maintenance
Herald Press	\$538.73	Legal Publications
Danny Maxwell	\$55.02	Travel/Mileage
Dennis Dockter	\$281.65	Travel/Mileage
Leon Klocke	\$182.09	Travel/Mileage
Stan Buxa	\$258.73	Travel/Mileage
Bryan Lutt	\$425.75	Travel/Mileage
South Central Regional Council	\$9,685.00	Support
Wells County Treasurer	\$132.50	Notary Exp.
ND Assn. of Counties	\$7,966.00	County Dues
Central Business Systems	\$49.33	Recycling
Dakota Fire Extinguishers	\$58.00	Safety Supplies
Wells County Treasurer	\$20.98	Technology
NDACo Resources Group	\$1,981.20	Technology
Tritech Software Systems	\$473.83	Technology
ITD	\$2,912.80	Technology
NDTC	\$100.99	Technology
SMP Health St. Aloisius	\$50.00	D & A Testing
NDCCA	\$345.00	Dues/Registration Fees
NDCCA	\$345.00	Dues/Registration Fees
NDCCA	\$345.00	Dues/Registration Fees
NDCCA	\$345.00	Dues/Registration Fees
NDCCA	\$345.00	Dues/Registration Fees
Rebecca Flanders	\$1,824.50	Salary - Asst. States Attorney

RELX Inc.	\$67.00	Lexis Nexis Fees
Wells County Treasurer	\$15.00	Specialty Office Supplies
Wells County Treasurer	\$751.88	Training
Wells County Treasurer	\$762.74	Travel/Mileage/Veh.Maint.
Farmers Union Oil-Fessenden	\$619.75	Travel/Mileage/Veh.Maint.
Ward Hilger	\$54.21	Travel/Mileage/Veh.Maint.
Kotaco Fuel & Propane	\$466.91	Travel/Mileage/Veh.Maint.
Uniform Center	\$832.98	Uniforms
Hertz Funeral Homes, Inc.	\$1,300.00	Travel/Mileage
Wells County Treasurer	\$100.00	Dues/Registration Fees
Wells County Treasurer	\$129.45	Telephone
NDTC	\$108.03	Telephone
Tammy Roehrich	\$398.24	Travel/Mileage
Otter Tail	\$41.02	Utilities
Dakota Central	\$192.71	SS Indirect - Telephone
NDTC	\$509.63	SS Indirect - Telephone
New Rockford Utility Services	\$88.86	SS Indirect - Utilities
Montana-Dakota Utilities Co.	\$91.34	SS Indirect - Utilities
Otter Tail	\$166.19	SS Indirect - Utilities
Drive Chevrolet Buick Harvey	\$88.05	SS Indirect - Vehicle Maint.
Farmers Union Oil-Fessenden	\$91.08	SS Indirect - Vehicle Maint.
4th Corporation	\$140.00	SS Indirect - KTL Maintenance
Leaf	\$461.00	SS Indirect - Copier Exp/Supplies
NDACo Resources Group	\$1,070.00	SS Indirect - IT Support
Farmers Union Oil-Fessenden	\$777.20	Fuel
Fessenden City	\$328.56	Festival Hall/Fair Utilities
Otter Tail	\$523.16	Festival Hall/Fair Utilities
	<hr/>	
	\$54,939.43	

911

Dakota Central	\$300.24	Data Base/Circuiting/Updates
NDTC	\$156.34	Data Base/Circuiting/Updates
ND 911 Association	\$100.00	Dues/Registration Fees
	<hr/>	
	\$556.58	

Jail & Trans.

HACTC	\$261.67	Jail & Transport Medication
HACTC	\$8,547.00	Jail & Transport Prison Board
	<hr/>	
	\$8,808.67	

Co. Agent

Leaf	\$235.91	Copier Lease & Maint.
Wells County Treasurer	\$120.12	Telephone
Hannah Peterson	\$468.35	Travel/Mileage
Wells County Treasurer	\$96.30	Travel/Mileage
Otter Tail	\$39.07	Utilities
	<hr/>	
	\$959.75	

Social Services

CenDak Cooperative-New Rockford	\$84.33	Fuel/Foster Care
Wells County Treasurer	\$75.00	Dues/Reg Fees/Child Protect. Serv.
Wells County Treasurer	\$116.09	Fuel/Child Protect. Serv.
Wells County Treasurer	\$91.20	Family Social Worker/Fuel
Farmers Union Oil-Fessenden	\$69.21	Family Social Worker/Fuel
CenDak Cooperative-New Rockford	\$37.84	Family Social Worker/Fuel
Vicky Calheim	\$250.00	In Home Care - Health Ins.
Farmers Union Oil-Fessenden	\$368.83	In Home Care/Fuel
Patriot Fuels	\$107.88	In Home Care/Fuel
CenDak Cooperative-New Rockford	\$43.00	Fuel
Julie St. Germaine	\$366.80	Admin Support-Travel/Mileage
NDACo Resources Group	\$2,639.81	Technology
Wells County Treasurer	\$14.87	Zone Admin Support/Misc
Central Business Systems	\$98.67	Zone Admin Support/Misc
ITD	\$90.00	Zone Admin Support/IT Other
Wells County Treasurer	\$446.71	Zone Admin Support/Cell phone
Wells County Treasurer	\$127.80	Zone Admin Supp./Office Materials
Office Depot Business Account	\$198.61	Zone Admin Supp./Office Materials
Wells County Treasurer	\$201.42	Admin Support/Lodging/Hotels
Central City H2O+	\$132.00	Water
	<hr/>	
	\$5,560.07	

Weed Control

Donna Rau	\$220.87	Salary - Employee
		Noxious Weed/Leafy Spurge/Cost
Forward Township	\$500.00	Sharing
		Noxious Weed/Leafy Spurge/Cost
Norway Lake Township	\$500.00	Sharing
		Noxious Weed/Leafy Spurge/Cost
West Ontario Township	\$500.00	Sharing
		Noxious Weed/Leafy Spurge/Cost
Cost Share Participants	\$56,590.36	Sharing
	<hr/>	
	\$58,311.23	

Hwy Tax

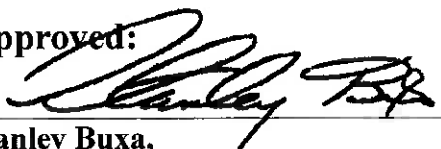
Farmers Union Oil-Fessenden	\$2,401.79	Fuel
Harvey Oil Co.	\$3,574.17	Fuel
Wells County Treasurer	\$1,373.43	Machinery Repairs & Supplies
Rick's Wholesale Tire, Inc.	\$6,505.08	Machinery Repairs & Supplies
Little Falls Machine	\$4,957.61	Machinery Repairs & Supplies
Butler Machinery	\$7,513.10	Machinery Repairs & Supplies
NAPA-Harvey	\$431.46	Machinery Repairs & Supplies
Power Plan	\$2,496.50	Machinery Repairs & Supplies
Westlie Motor Company	\$1,233.87	Machinery Repairs & Supplies
Wells County Treasurer	\$505.21	Supplies
TSC	\$1,693.45	Supplies


MARC	\$735.92	Supplies
Linde Gas & Equipment	\$103.20	Supplies
NDTC	\$145.35	Telephone
Wells County Treasurer	\$72.84	Travel/Mileage
Gary Kaul	\$20.96	Travel/Mileage
Verendrye Electric	\$356.35	Utilities
Northern Plains Electric	\$309.14	Utilities
Harvey City	\$64.20	Utilities
Fessenden City	\$176.40	Utilities
Otter Tail	\$402.12	Utilities
Sykeston City	\$48.50	Utilities
Cathay City	\$95.00	Utilities
Central Plains Water	\$200.00	Utilities
SMP Health St. Aloisius	\$50.00	D & A Testing
Keller Plumbing & Heating, LLC	\$1,186.60	Repairs/Maintenance
Holzer Electric, LLC	\$2,768.20	Repairs/Maintenance
	<u>\$2,768.20</u>	
	\$39,420.45	

24-7

Office Of Attorney General	\$750.00	Scram Fees
PharmChem, Inc.	\$191.70	Sweat Patch Analysis
	<u>\$191.70</u>	
	\$941.70	

\$169,497.88

Approved: 
 Stanley Buxa,
 Wells County Commission Chairman

Attest: 
 Daniel W. Stutlien,
 Wells County Auditor