

Wells County Commissioner's Meeting Minutes February 6, 2024

The February meeting was called to order by Vice Chairman Klocke at 8:30 AM. Present at the meeting were Dennis Dockter, Leon Klocke, Danny Maxwell, Cheyanne Gessele, Lydia Gessele, Daniel Stutlien, and Neil Nelson of the Herald-Press. Bryan Lutt was absent, and Stan Buxa joined the meeting telephonically.

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

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

Employee timesheets were reviewed by the commissioners. The Commission advocated a warning be issued that if time sheets are not submitted, no pay will be issued.

DM (*M*), DD (*S*) to approve the bills as presented. 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 current WC Balance Sheet was reviewed and discussed. Also, the Auditor shared current county investments as well as Commission controlled WC funds.

Correspondence regarding CAT Appreciation Days, the Courthouse Facilities Improvement Grant, the 2025-27 Water Development Plan, and NACo Engineering dues were shared and discussed.

Commission Portfolios were reviewed and discussed.

WC Clerk of Court, Carla Johnson, addressed the Commission regarding the ceiling in the WC Courtroom. There is a portion of the ceiling that was wet several years ago, and the ceiling has started to peel. The Commission approved the solicitation of bids for the repairs needed. Johnson also shared that WC was awarded funds to replace courtroom desks and storage space through the Courthouse Facilities Improvement Grant.

WC Sheriff, Chris Kluth, addressed the Commission regarding matters of his department, including the January Call for Service Report, and the hiring of Gabriel Johnson as a Deputy Sheriff. Officer Johnson was introduced to the Commission. The bathroom in the Sheriff's Office was discussed and the need to get it finished. Regarding the additional pay for additional time while the Department is currently understaffed approved in January, DM (*M*), DD (*S*) to reduce that amount to \$500/week, subject to review again at the March meeting. Unanimously carried.

WC Road Foreman, Brent Keller, met with the Commission to discuss matters of his department. Keller discussed current human resources in the Road Dept., as well as proposed summer projects, including the chip seal of 14 miles of WC Highway #2, #5, and #6. Keller requested an additional summer staffer again this summer. Keller also requested new lighting for some of the shops and shared information on some minor upgrades/repairs in some of the shops. WC was informed the State intended to delay the three WC bridge projects by one year. A call was placed to Jennie Krause of KLJ to discuss this delay. Krause discussed the current status of the bridge

projects and it appears there is a path forward to getting the project back on the path of the original 2024 completion date for the site south of Harvey.

Anne Ehni, WC Soil Conservation District, shared with the Commission that Spencer Marchand has been hired as the new District Technician for the WC Soil Conservation District. The ND Dept. of Environmental Quality will be providing the resources to perform a water assessment of the Sheyenne River and Harvey Reservoir to determine water quality. The District will be requesting funding from Garrison Diversion and the WC Water Board dedicated to the water quality assessment project as the project evolves.

DD (M), DM (S) to approve the appointment of Cheryl Flick to the WC Health District Board for another 5-year term. Unanimously carried.

SB (M), DD (S) to approve the appointment of Caitlyn Roemmich to the Central Prairie HSZ for a 3-year term. Unanimously carried.

Milo Baltrusch, Rick Eckart, Melissa Faul, and Spencer Marchand of the City of Harvey and the Harvey Library Board addressed the Commission regarding the Harvey City Library transitioning to county-wide library. A proposal was provided the Commission with the hopes of placing the matter on the June ballot. DD (M), SB (S) to approve placement of the matter on the June '24 ballot. Unanimously carried. The financial specifics of this proposal are requested, along with ballot wording, for the March meeting of the Commission.

Daniel Stutlien, WC Auditor, informed the Commission of the applicants for the Extension Admin. Asst. position currently open. The deadline to apply is 2/9/24.

DD (M), DM (S) to authorize the Auditor to place parcel 24081000 for sale on bids, with a minimum bid of \$2,000 plus all related closing and document expenses. Unanimously carried.

The next WC Departments' Meeting is slated for Thursday, February 22nd, at 1:00 PM.

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

The WC Annual Township Supervisors' Meeting will be held Friday, March 1st, at 9:30 AM at Festival Hall.

The NDCCA County Commissioners' Conference will be held Wednesday, March 20th.

The regular March WC Commission meeting will be Tuesday, March 5th, 2024 at 8:30 AM. There being no further business, the meeting was adjourned at 10:52 AM.

The following Fees and Receipts were approved and ordered filed:

Clerk of Court	\$ 279.00
Recorder	\$ 3,018.20
Sheriff	\$ 797.00
Misc.	\$ 90,944.90

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

#Direct Deposit	Payroll, General (1000)	\$ 92,677.89
#Direct Deposit	Payroll, Road (2001)	\$ 53,538.35
#Direct Deposit	Payroll, 911 (2003)	\$ 1,210.14
#Direct Deposit	Payroll, County Agent (2005)	\$ 3,560.54
#Direct Deposit	Payroll, Social Welfare (2007)	\$ 63,950.67
#ACH BC/BS	Insurance	\$ 61,496.45

#ACH NDPERS Retirement \$ 32,080.45

Feb. 2024 General

NDTC	\$746.01	Telephone
Wells County Treasurer	\$344.56	Telephone
Verizon	\$40.01	Telephone
Otter Tail	\$1,710.07	Countywide Utilities
Fessenden City	\$366.08	Countywide Utilities
Central City H20+	\$108.00	Countywide Utilities
Wells County Treasurer	\$286.10	Checking Charges
MARC	\$868.93	Courthouse & KTL Maintenance
Dakota Dust-Tex	\$430.48	Courthouse & KTL Maintenance
Wells County Treasurer	\$31.05	Courthouse & KTL Maintenance
Farmer's Union Oil	\$7,253.10	Courthouse Fuel
Farmer's Union Oil	\$302.86	Sheriff Travel
ND Assn. of Counties	\$400.00	Special Operations
ND Assn. of County and Tribal VSO	\$170.00	Reg. & Dues
Central Business Systems	\$49.33	Recycling
ND Assn. of Counties	\$3,375.00	Technology
NDTC	\$100.96	Technology
NDACo Resources Group	\$119.42	Technology
ND Cklerks Assn.	\$100.00	Dues/Registration Fees
ITD	\$1,440.20	Technology
Wells County Treasurer	\$19.99	Technology
Software Innovations	\$12,195.00	Technology
ND Assn. of Counties	\$132.30	D & A
Renaee Heintz	\$80.00	Bereavement Flowers
ND County Auditors Association	\$200.00	Dues/Registration Fees
Wells County Treasurer	\$36.59	Ink supplies/Maint. Contracts
RELX Inc.	\$72.03	Lexis Nexis Fees
Wells County Treasurer	\$192.60	Travel/Mileage
State Of ND	\$10.00	Ink/Transcripts
ODP Business Solutions, LLC	\$116.82	Specialty Office Supplies
ND County Recorders Association	\$200.00	Dues/Registration Fees
ND Assn. of Counties	\$10.00	Marriage Licenses
Carla Johnson	\$224.42	Clerk of Court Health Ins
Andrew Marquart	\$198.00	Civil Commit; Indig. Council
Wells County Treasurer	\$400.00	TD Subscription
Sidwell Company	\$4,950.00	Sidwell/Vanguard
Cobblestone Inn & Suites	\$192.60	Travel/Mileage/Veh.Maint.
Axon Enterprise Inc.	\$11,025.70	Travel/Mileage/Veh.Maint.
Wells County Treasurer	\$172.27	Sheriff Service
Wells County Treasurer	\$339.25	Travel/Mileage/Veh.Maint.
Andrew Zachmeier	\$168.84	Travel/Mileage/Veh.Maint.

Kotaco Fuel & Propane	\$87.87	Travel/Mileage/Veh.Maint.
Uniform Center	\$241.00	Uniforms
Nexus Planning & Consulting, LLC	\$8,000.00	Grant Match
Wiest Associates, LLC	\$9,673.00	Grant Match
NDTC	\$107.97	Telephone
Wells County Treasurer	\$129.46	Telephone
Tammy Roehrich	\$196.98	Travel/Mileage
Otter Tail	\$45.86	Utilities
NDTC	\$555.40	SS Indirect - Telephone
Montana-Dakota Utilities Co.	\$195.41	SS Indirect - Utilities
Otter Tail	\$206.09	SS Indirect - Utilities
New Rockford Utility Services	\$90.86	SS Indirect - Utilities
4th Corporation	\$140.00	SS Indirect - KTL Maintenance
Otter Tail	\$555.50	Festival Hall/Fair Utilities
Fessenden City	\$331.52	Festival Hall/Fair Utilities
	<u>\$69,735.49</u>	

911

NDTC	\$156.34	Data Base/Circuiting/Updates
Dakota Central	\$300.24	Data Base/Circuiting/Updates
	<u>\$456.58</u>	

Jail & Transp.

HACTC	\$130.97	Jail & Transport Medication
HACTC	\$2,233.00	Jail & Transport Prison Board
	<u>\$2,363.97</u>	

County Agent

Leaf	\$235.91	Copier Lease & Maint.
Hannah Peterson	\$384.00	Dues/Registration Fees
Wells County Treasurer	\$120.54	Telephone
Hannah Peterson	\$154.10	Travel/Mileage
Otter Tail	\$43.68	Utilities
NDSU-Ag Budget Office	\$6,092.77	Share of County Agent
	<u>\$7,031.00</u>	

Social Services

CenDak Cooperative-New Rockford	\$62.13	Fuel/Foster Care
Farmers Union Oil-Fessenden	\$33.13	Fuel/Foster Care
Wells County Treasurer	\$30.03	Fuel/Foster Care
Farmers Union Oil-Fessenden	\$21.13	Fuel
Wells County Treasurer	\$92.41	Fuel/Child Protect. Serv.
Wells County Treasurer	\$290.00	Child Protect./Safety Perm.
CenDak Cooperative-New Rockford	\$74.85	Family Social Worker/Fuel
Farmers Union Oil-Fessenden	\$29.22	Family Social Worker/Fuel
Wells County Treasurer	\$62.51	Family Social Worker/Fuel

Wells County Treasurer	\$63.08	Family Soc. Worker/Safety Perm.
Alison Nybo	\$238.60	In Home Care - Health Ins.
Farmers Union Oil-Fessenden	\$252.25	In Home Care/Fuel
Patriot Fuels	\$53.40	In Home Care/Fuel
Vicky Calheim	\$14.99	Vehicles
Carrington Motor	\$119.00	Vehicles
Leaf	\$461.00	Contracted Services
Wells County Treasurer	\$81.30	Contracted Services
Central Business Systems	\$98.67	Contracted Services
CenDak Cooperative-New Rockford	\$27.00	Fuel
Wells County Treasurer	\$461.71	Telephone
Dakota Central	\$180.47	Telephone
Julie St. Germaine	\$168.17	Admin Support-Travel/Mileage
Farmers Union Oil-Fessenden	\$146.27	Vehicles
Central City H20+	\$187.50	Zone Admin Support/Misc
Evans Funeral Home	\$6,605.00	BA Burial Account
NDACo Resources Group	\$951.00	Zone Admin Support/IT Other
ITD	\$95.00	Zone Admin Support/IT Other
Wells County Treasurer	\$23.58	Zone Admin Supp./Office Materials
JB Vending, LLC	\$171.13	Zone Admin Supp./Office Materials
Wells County Treasurer	\$288.90	Admin Support/Lodging/Hotels
Transcript Publishing	\$49.00	Subscriptions & Memberships
	<u>\$11,432.43</u>	

Weed Control

Donna Rau	\$220.87	Salary - Employee
ND Weed Control Association	\$285.00	Dues/Registration Fees
Dale Schmitz	\$210.00	Dues/Registration Fees Noxious Weed/Leafy Spurge/Cost
Fram Township	\$500.00	Sharing
Dale Schmitz	\$192.00	Travel/Mileage
Dale Schmitz	\$48.14	Misc.
Houchin Tax Service	\$365.00	Professional Services-W'2s
	<u>\$1,821.01</u>	

Hwy Tax

KLJ Engineering, LLC	\$5,682.29	Engineering Services
Harvey Oil Co.	\$4,705.96	Fuel
Farmer's Union Oil	\$6,820.19	Fuel
Power Plan	\$619.35	Machinery Repairs & Supplies
Lautt's Auto Body & Towing	\$206.44	Machinery Repairs & Supplies
Butler Machinery	\$2,711.65	Machinery Repairs & Supplies
Gooseneck Implement	\$219.04	Machinery Repairs & Supplies
Harvey Sand & Gravel	\$75.00	Machinery Repairs & Supplies
Patzer Truck Repair	\$463.58	Machinery Repairs & Supplies
NAPA-Harvey	\$332.64	Machinery Repairs & Supplies

Krahler's Parts & Service	\$163.80	Machinery Repairs & Supplies
Linde Gas & Equipment	\$118.35	Supplies
Lemer's ACE & Rental	\$80.03	Supplies
TSC	\$251.82	Supplies
Farm & Family	\$42.27	Supplies
NDTC	\$145.35	Telephone
Dakota Central	\$200.00	Telephone
Gary Kaul	\$21.44	Travel/Mileage
Harvey City	\$64.20	Utilities
Central Plains Water	\$200.00	Utilities
Sykeston City	\$48.50	Utilities
Otter Tail	\$479.80	Utilities
Northern Plains Electric	\$332.44	Utilities
Fessenden City	\$174.00	Utilities
Cathay City	\$190.00	Utilities
Verendrye Electric	\$559.84	Utilities
ND Assn. of Counties	\$485.10	Misc.-D & A
	<u>\$25,393.08</u>	

ARPA GRANT

Wells County Historical Society	\$5,000.00	ARPA Grant
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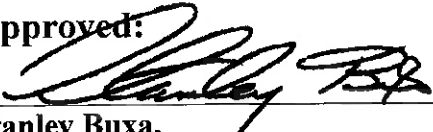
Wells County Treasurer	\$295.36	Sweat Patch Analysis
Office of Attorney General	\$670.00	Scram Fees
	<u>\$965.36</u>	

Co. Agency

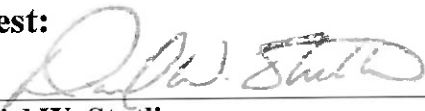
Wells County Treasurer	\$23.30	Office Supplies
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\$124,222.22

Approved:


 Stanley Buxa,
 Wells County Commission Chairman

Attest:


 Daniel W. Stutlien,
 Wells County Auditor