

Wells County Commissioner's Meeting Minutes July 7, 2023

The July meeting was called to order by Chairman Buxa at 8:33 AM. Present at the meeting were Dennis Dockter, Leon Klocke, Bryan Lutt, Danny Maxwell, Daniel Stutlien, and Lydia Gessele.

County auction was added to the agenda.

Under the consent agenda:

DD (*M*), LK (*S*) to approve the minutes from the June Equalization Meeting. Unanimously carried.

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

Employee timesheets were reviewed by the commissioners. It is the consensus of the Commission that all employees need to turn in their Acknowledgment Forms. Further, an agenda item is to be added in August to discuss the Personnel Manual.

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

DM (*M*), BL (*S*) to approve Laura Muscha, Treasurer, and Daniel Stutlien, Auditor, to purchase 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.

Correspondence was shared from NDDOT regarding private bridge structures. These structures, if they connect to publicly owned roads, will now need to comply with National Bridge Inspections Standards. Other correspondence included Garrison Diversion's Matching Recreation Grant Program opportunities and an agenda for an upcoming Harvey Reservoir Water Quality Meeting at Harvey City Hall.

Commission Portfolios were reviewed and discussed.

Cheryl Ryan, accompanied by Albert Vetter, of the Harvey Senior Citizens Club addressed the Commission requesting funding to fulfill needs associated with their planned relocation and associated costs with moving and financing a different facility. The actual request was for \$20,000. The consensus of the Commission was to consider the request.

Brent Keller, WC Road Foreman, met with the Commission to discuss matters of his department. A truck was purchased at auction in June for just under \$30,000. Replacement to the culvert on County 5 at the Hamberg Slough has been completed and a chip seal project on the west end of County 5 will begin soon. BL (*M*), DD (*S*) to install pipe and an approach on 34th Ave. between 16th & 17th St. Unanimously carried. The Commission commended the Road Dept. for their work at the WC Fairgrounds.

Jason Mayfield of Wold Engineering met with the Commission to discuss various opportunities. The concept of a 19th St. NE & 47th Ave. re-route to eliminate a bridge which will likely be up for replacement in a few years. Mayfield also shared a number of grants recently released by NDDOT. The Commission directed Mayfield to inquire the cost of grant writing and the possibility of writing a grant to re-pave County 5.

Spencer Marchand met with the Commission to discuss the merits of Home Rule Charter for Wells County. Marchand shared pros & cons as well as the unique arrangement that may/could be created for WC, as well as his desire to be a part of the process.

The process of creating the new Bowdon Fire District was shared. It is anticipated a presentation will be made to the Commission in August.

A preliminary introduction of a new body & dash cam system for the Sheriff's Dept. was introduced. The cost of the system is estimated to be in the \$65,000-\$70,000 range. The Sheriff will attend a future Commissioners' meeting to discuss the needs and merits of a new system.

The final Brownfield's Hazardous and Universal Waste Removal Report from the Cathay School has been issued to WC. After the windows are removed from the school and properly disposed of, razing of the building can occur provided an asbestos inspector is present during demolition and other friable materials are properly disposed of. An Asbestos Notification of Demolition and Renovation Form (*sfn17987*) must be completed and sent to the Department at least 10 days prior to the commencement of demolition.

The WC Auditor begin discussion of the 2024 WC Budget with the Commission. This began with sharing the WC Salary Schedule and the related salaries and benefits of all county employees. The consensus of the Commission was to direct the Auditor to move forward with a potential 4% increase in wages and salaries, and to plan for a 10% increase in insurance costs.

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

The next WC Departments' Meeting is slated for Thursday, July 27th, at 2:30 PM.

The regular August WC Commission meeting will be August 3, 2023 at 8:30 AM. A special meeting of the WC Commission to review the 2024 WC Budget will be held Thursday, July 27th, at 8:00 AM. There being no further business, the meeting was adjourned at 12:06 PM.

The following Fees and Receipts were approved and ordered filed:

Clerk of Court	\$	220.00
Recorder	\$	5,252.20
Sheriff	\$	2,985.00
Misc.	\$	110,912.85

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

#Direct Deposit	Payroll, General (1000)	\$	91,897.31
#Direct Deposit	Payroll, Road (2001)	\$	49,727.26
#Direct Deposit	Payroll, 911 (2003)	\$	1,053.17
#Direct Deposit	Payroll, County Agent (2005)	\$	3,445.33
#Direct Deposit	Payroll, Social Welfare (2007)	\$	55,112.79
#ACH BC/BS	Insurance	\$	63,234.26
#ACH NDPERS	Retirement	\$	28,743.93

Jul-23

General

Wells County Treasurer	\$362.44	Central Supplies
ODP Business Solutions, LLC	\$208.38	Central Supplies
Office of State Auditor	\$430.00	Audit Review
Dakota Mailing	\$444.00	Meter Rent
Wells County Treasurer	\$632.91	Telephone

Verizon	\$40.01	Telephone
NDTC	\$757.74	Telephone
Kathy Nokleby	\$250.00	BC Ded.
Stan Buxa	\$196.50	Travel/Mileage
Dennis Dockter	\$160.48	Travel/Mileage
Leon Klocke	\$72.50	Travel/Mileage
Bryan Lutt	\$303.92	Travel/Mileage
Danny Maxwell	\$58.95	Travel/Mileage
Fessenden City	\$356.00	Countywide Utilities
Otter Tail	\$1,153.69	Countywide Utilities
Central City H2O+	\$99.00	Countywide Utilities
Wells County Treasurer	\$26.00	Bank Charges
Weigelt Refrigeration	\$2,200.00	Courthouse & KTL Maintenance
Schmaltz's Greenhouse	\$1,024.95	Courthouse & KTL Maintenance
Elite Spraying	\$194.00	Courthouse & KTL Maintenance
Dakota Dust-Tex	\$1,324.52	Courthouse & KTL Maintenance
Farmers Union Oil-Fessenden	\$103.44	Courthouse & KTL Maintenance
Tracys Market	\$22.09	Courthouse & KTL Maintenance
Frey Insurance	\$11,837.00	Premiums
Wells County Treasurer	\$331.93	Safety Supplies
ITD	\$2,821.00	Technology
Central Business Systems	\$2,227.73	Technology
NDTC	\$121.39	Technology
Wells County Treasurer	\$146.15	Dog Licenses
Wells County Treasurer	\$643.70	Witness Fees, Tmt. Attend. Care
ODP Business Solutions, LLC	\$25.99	Ink supplies/Maint. Contracts
Convergint Technologies	\$316.92	Vault Inspection/Maint. Contracts
RELX Inc.	\$67.00	Lexis Nexis Fees
Wells County Treasurer	\$176.40	Travel/Mileage
Kathleen K. Murray	\$1,704.08	Travel/Mileage
Wells County Treasurer	\$19.99	Specialty Office Supplies
ND State Treasurer	\$140.00	Marriage Licenses
Wells County Treasurer	\$264.60	Travel/Mileage
Carrie Krause	\$267.48	Travel/Mileage
Andrew Marquart	\$153.00	Civil Commit; Indig. Council
Wells County Treasurer	\$342.00	Cont'd Ed
Janelle Pepple	\$220.66	Sheriff Dept. Health Ins.
Wells County Treasurer	\$1,644.31	Travel/Mileage/Veh.Maint.
Krahlers Parts & Service	\$312.70	Travel/Mileage/Veh.Maint.
NW Tire Inc.	\$132.46	Travel/Mileage/Veh.Maint.
Janelle Pepple	\$26.20	Travel/Mileage/Veh.Maint.
Farmers Union Oil-Fessenden	\$116.39	Travel/Mileage/Veh.Maint.
Xtreme Auto, Inc.	\$437.36	Travel/Mileage/Veh.Maint.
Kotaco Fuel & Propane	\$349.11	Travel/Mileage/Veh.Maint.
Tracys Market	\$4.07	Travel/Mileage/Veh.Maint.
Dakota County Sheriff's Office	\$80.00	Sheriff Subpeona
Clearwater County Sheriff's Office	\$199.30	Sheriff Civils

Janelle Pepple	\$52.47	Sheriff Promo Supplies
Wells County Treasurer	\$404.03	Grant Match
Wells County Treasurer	\$126.23	Telephone
NDTC	\$108.15	Telephone
Tammy Roehrich	\$159.82	Travel/Mileage
Otter Tail	\$50.63	Utilities
NDTC	\$509.56	SS Indirect - Telephone
Dakota Central	\$175.88	SS Indirect - Telephone
New Rockford Utility Services	\$90.91	SS Indirect - Utilities
Montana-Dakota Utilities Co.	\$28.28	SS Indirect - Utilities
Otter Tail	\$214.82	SS Indirect - Utilities
4th Corporation	\$140.00	SS Indirect - KTL Maintenance
Duchscherer Supply	\$29.34	SS Indirect - KTL Maintenance
Leaf	\$271.00	SS Indirect - Copier Exp/Supplies
Central Business Systems	\$257.35	SS Indirect - Copier Exp/Supplies
NDACo Resources Group	\$1,015.00	SS Indirect - IT Support
Looking Upward Roofing & Construction	\$225.00	Festival Hall/Fair-Maint.
Farmers Union Oil-Fessenden	\$737.80	Fuel
Fessenden City	\$328.48	Festival Hall/Fair Utilities
Otter Tail	\$713.88	Festival Hall/Fair Utilities
	<hr/>	
	\$41,189.07	

911

NDTC	\$156.34	Data Base/Circuiting/Updates
Dakota Central	\$300.24	Data Base/Circuiting/Updates
Janelle Pepple	\$159.82	Travel/Mileage
	<hr/>	
	\$616.40	

Jail & Transp.

HACTC	\$5,621.00	Jail & Transport Prison Board
-------	------------	-------------------------------

Co. Agent

Leaf	\$235.91	Copier Lease & Maint.
Wells County Treasurer	\$25.00	Dues/Registration Fees
Wells County Treasurer	\$120.54	Telephone
Hannah Peterson	\$193.88	Travel/Mileage
Otter Tail	\$48.21	Utilities
	<hr/>	
	\$623.54	

Social Services

Wells County Treasurer	\$250.22	Fuel/Foster Care
CenDak Cooperative	\$107.46	Fuel/Foster Care
Alicia Lamm	\$43.03	Meals/Foster Care
Wells County Treasurer	\$168.68	Fuel/Child Protect. Serv.
Farmers Union Oil-Fessenden	\$77.42	Fuel
Wells County Treasurer	\$219.54	Child Protect/Lodging/Hotels
Wells County Treasurer	\$89.00	Office Materials
Wells County Treasurer	\$7.44	Client Support

Wells County Treasurer	\$15.00	Family Social Worker/Fuel
Farmers Union Oil-Fessenden	\$146.62	Family Social Worker/Fuel
Becky Dockter	\$4.28	Client Support
Patriot Fuels	\$112.99	In Home Care/Fuel
Farmers Union Oil-Fessenden	\$348.46	In Home Care/Fuel
Farmers Union Oil-Fessenden	\$85.00	Fuel
ITD	\$66.35	Zone Admin Support/IT Other
Wells County Treasurer	\$513.23	Zone Admin Support/Cell phone
Central City H2O+	\$91.00	Water
	<hr/>	
	\$2,345.72	

Weed Control

Kelly Muscha	\$211.12	Salary - Board Meeting
Danny Maxwell	\$160.30	Salary - Board Meeting
Kyle Alfstad	\$241.96	Salary - Board Meeting
Donna Rau	\$220.87	Salary - Employee
Miller Elevator Co.	\$77,082.50	Township Chemical
US Treasury	\$292.54	WC/Withholding
	<hr/>	
	\$78,209.29	

Hwy Tax

True North Steel	\$11,659.48	Culverts & Bridges
Harvey Oil Co.	\$2,915.50	Fuel
Farmers Union Oil-Fessenden	\$16,888.23	Fuel
Wells County Treasurer	\$642.23	Machinery Repairs & Supplies
Power Plan	\$2,408.00	Machinery Repairs & Supplies
Krahlers Parts & Service	\$47.60	Machinery Repairs & Supplies
Gooseneck Implement	\$903.84	Machinery Repairs & Supplies
Butler Machinery	\$1,205.02	Machinery Repairs & Supplies
NAPA-Harvey	\$603.36	Machinery Repairs & Supplies
Verendrye Electric	\$78.61	Utilities
TSC	\$113.24	Supplies
Opdahl Body Shop	\$200.00	Supplies
Linde Gas & Equipment	\$91.20	Supplies
Tracys Market	\$21.65	Supplies
Lemer's ACE & Rental	\$275.53	Supplies
NDTC	\$144.00	Telephone
Wells County Treasurer	\$82.04	Travel/Mileage
Kerry Schimke	\$26.20	Travel/Mileage
Harvey City	\$64.70	Utilities
Double M Sanitation	\$173.00	Utilities
Fessenden City	\$174.08	Utilities
Central Plains Water	\$200.00	Utilities
Sykeston City	\$48.50	Utilities
Otter Tail	\$306.96	Utilities
Cathay City	\$95.00	Utilities
Central Dakota Family Physicians	\$140.00	Road Physical
Northern Improvement Co.	\$1,650.00	Road Materials
	<hr/>	

\$41,157.97

Preservation

PRIA

\$60.00 Dues/Registration Fees

24-7

Redwood Toxicology Laboratory (94)

\$74.25 Screening Supplies

Co. Agency

NDSU

\$107.00 Office Supplies

\$170,004.24

Approved:



Stanley Buxa,
Wells County Commission Chairman

Attest:



Daniel W. Stutlien,
Wells County Auditor