

Wells County Commissioner's Meeting Minutes March 5, 2024

The March meeting was called to order by Chairman Buxa at 8:30 AM. Present at the meeting were Stan Buxa, Dennis Dockter, Leon Klocke, Bryan Lauth, Danny Maxwell, Cheyenne Gessele, Lydia Gessele, Cheryl Ryan, Daniel Stutlien, and Neil Nelson of the Herald-Press.

The concept of providing a Township Newsletter was added to the agenda.

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

Employee timesheets were reviewed by the commissioners.

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

BL (M), BL (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.

Pledged Securities for all WC bank accounts were reviewed by the Commission. It was the consensus of the WC Commission the securities were adequate to cover the county's current deposits.

Correspondence regarding the NDACo John Deere tractor lease program was shared.

Commission Portfolios were reviewed and discussed.

Vicki Durick met with the Commission to discuss a matter of her personal property being retained by WC since 2021. Durick has reached out on numerous occasions to have her personal property that was not used as evidence returned, but to no avail. It was the consensus of the Commission to make every effort to ensure Durick's property be returned as quickly as possible.

Corey Hart of Silver Lake Township shared & discussed with the Commission the haul road agreement completed in several townships in southern WC and northern Kidder Co. with Guthmiller Construction for the Red River Water Supply Project.

Tammy Roehrich, WC DES, spoke with the Commission on a grant for a new generator for the hospital in Harvey, as well as burn restrictions in WC. NFIP program information was shared and will be shared with all WC townships. Townships will need to make a decision regarding their zoning and flood plain ordinances. Roehrich also shared data regarding her office budget in relations to the base grant for her office, and requested the \$500/mo. NFIP Coordinator request be placed back in her budget. The Commission declined to address the NFIP Coordinator position at this time. The consensus of the Commission was to address this matter at budget time this summer.

Dena Kemmit of the NDSU Extension Office, joined by Lindy Berg, ANR Agent of Towner County, addressed the Commission regarding the recent resignation of WC Extension Agent Hannah Peterson. Kemmit requested the approval of WC to seek to fill the Extension Agent position. Position description, NDSU/WC relationships, and Extension District maps were shared. BL (M), DD (S) to approve NDSU's pursuit of a new Extension Agent for WC. Unanimously carried.

WC Road Foreman, Brent Keller, met with the Commission to discuss matters of his department. Keller shared tasks in which the dept. is currently engaged. Keller shared there is interest in potential Dept. jobs. With impending retirements in the Dept., Keller would like to see those positions filled around July 1st. The Commission recommended to begin advertising in March and interviewing in April.

A letter penned by Chairman Buxa was shared with the Commission for distribution to the townships as they prepare for their annual meetings. Buxa will meet with the Auditor to refine the letter and distribute it to the townships for consideration at their annual meetings.

Jennie Krause of KLJ addressed the Commission regarding the project status of the 3 bridges currently being prepped for in WC. The Harvey site is on track to be bid in May. The two bridge sites north and east of Fessenden have been pushed back to 2026. However, KLJ will still perform all the work they are able to do in advance for those sites.

Faye Schimelfenig and Tyler Lang, representing Flatland Trailblazers, requested their beer & liquor license for the grandstand during the WC Fair be extended to include Festival Hall in the event of inclement weather. Regarding the Flatland Trailblazer's liquor license request, DD (M), DM (S) to approve the club's request to extend their license to FH during the Fair. Unanimously carried.

Kathleen Murray, WC States Attorney, met with the Commission to discuss the recent resignation of the Dept.'s legal assistant, Hollie Zink. Murray requested the Commission's permission to advertise the position. Murray discussed basic qualifications for the position. The consensus of the Commission was to advertise the position locally, as well as on Job Service ND Courts, State Bar, and NDACo.

In accordance with NDCCC Section 27-05.2-02, regarding Clerk of Court funding, DD (M), DM (S) to continue the funding agreement (.45 FTE's) with the Supreme Court for the 2025-27 biennium. Unanimously carried.

WC Auditor Daniel Stutlien visited with the Commission regarding Election '24. Regarding election workers, Stutlien recommended an hourly wage of \$17.50 for election workers. LK (M), DM (S) to approve the recommendation of \$17.50/hr. for election workers in both the primary and general elections. Unanimously carried.

WC Auditor Daniel Stutlien informed the Commission that Connie Loen was offered and accepted the Admin. Asst. position at the WC Extension Office.

In an effort to approve ballot language regarding the Harvey City Library and their efforts to become a County Library, the following language was presented: *"Shall the governing bodies of Wells County and the City of Harvey enter into and establish a joint public library at the current location of the Harvey City Library? This would include a mill levy of up to 2 mills and make all county residents eligible patrons at no charge for all services."* BL (M), DD (S) to approve this language for the June '24 ballot. Unanimously carried.

Regarding public officials' political responsibilities, Commissioners were reminded that when acting as Commissioners in their official capacity, politics shall be avoided.

While we have enjoyed a more tolerable winter, the Courthouse heating system has had some issues as not all of the system is automated, and the software for the automated portion of the system is no longer supported. A proposal was sought from G&R Controls to address both

issues. DM (M), LK (S) to approve the proposal of G&R Controls to update the pneumatics and software for the WC Courthouse for \$18,146.00. Unanimously carried.

Bids were to be reviewed for parcel 24081000 in Fram Township, with a minimum bid of \$2,000 plus all related closing and document expenses. A single bid of \$4,000 was received from Mike Alvshere. DD (M), DM (S) to accept Alvshere’s bid. Unanimously carried.

WC Auditor, Daniel Stutlien, discussed all current and available mill rates with the Commission. This was done as an informational effort to address the continual shortfall in dollars for the WC Road Department.

LK (M), DD (S) to approve the appointment of Kyle Alfstad to the Wells County Weed Board for a 3-year term. Unanimously carried.

Regarding the additional pay for additional time while the Sheriff’s Dept. is currently understaffed approved in January, BL (M), DM (S) to eliminate that additional pay in March as a Deputy has been hired and trained. Unanimously carried.

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

The next WC Departments’ Meeting is slated for Thursday, March 21st, at 8:30 AM.

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

The regular April WC Commission meeting will be Thursday, April 4th, 2024 at 8:30 AM. There being no further business, the meeting was adjourned at 12:51 PM.

The following Fees and Receipts were approved and ordered filed:

Clerk of Court	\$ 185.00
Recorder	\$ 3,618.80
Sheriff	\$ 590.00
Misc.	\$ 53,044.82

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

#Direct Deposit	Payroll, General (1000)	\$ 94,089.18
#Direct Deposit	Payroll, Road (2001)	\$ 49,285.28
#Direct Deposit	Payroll, 911 (2003)	\$ 1,210.14
#Direct Deposit	Payroll, County Agent (2005)	\$ 2,894.08
#Direct Deposit	Payroll, Social Welfare (2007)	\$ 65,118.23
#ACH BC/BS	Insurance	\$ 63,318.27
#ACH NDPERS	Retirement	\$ 32,277.78

Mar-24 General

Wells County Treasurer	\$67.85 Central Supplies
ODP Business Solutions, LLC	\$9.90 Central Supplies
Wells County Treasurer	\$9.85 Postage
Pitney Bowes	\$4,010.05 Postage Meter
NDTC	\$752.14 Telephone
Wells County Treasurer	\$344.56 Telephone
Verizon	\$64.21 Telephone
Dakota Central	\$200.00 Telephone
Central Plains Water	\$225.00 Back Flow Testing

Fessenden City	\$329.68 Countywide Utilities
Otter Tail	\$1,934.57 Countywide Utilities
Central City H20+	\$63.00 Countywide Utilities
Wells County Treasurer	\$36.60 Bank Charges
ND Envelope Company	\$329.70 Envelopes
ND Assn. of Counties	\$2,495.00 Continuing Education
Kayme Heintz	\$20.33 Janitor Supplies
Wells County Treasurer	\$82.44 Courthouse & KTL Maintenance
G & R Controls, Inc.	\$3,925.55 Courthouse & KTL Maintenance
ODP Business Solutions, LLC	\$27.13 Courthouse & KTL Maintenance
Tracys Market	\$27.46 Courthouse & KTL Maintenance
MARC	\$269.83 Courthouse & KTL Maintenance
Dakota Dust-Tex	\$196.03 Janitor Supplies
BW Electric	\$324.91 Courthouse & KTL Maintenance
Lemer's ACE & Rental	\$54.98 Courthouse & KTL Maintenance
Herald Press	\$515.71 Legal Publications
NDTC	\$100.94 Technology
ITD	\$1,456.40 Technology
Wells County Health District	\$2,879.17 Opioid Payments
Houchin Tax Service	\$145.00 Professional Services
RELX Inc.	\$72.03 Lexis Nexis Fees
Kathleen K. Murray	\$378.95 Travel/Mileage
Wells County Treasurer	\$218.99 Specialty Office Supplies
ND County Recorders Association	\$200.00 Dues/Registration Fees
Stutsman County Auditor	\$200.00 Civil Commit; Indig. Council
ND Sheriffs & Deputies Association	\$400.00 Dues/Registration Fees
Lemer's ACE & Rental	\$23.97 Office Supplies
Wells County Treasurer	\$588.97 Travel/Mileage/Veh.Maint.
Krahlers Parts & Service	\$174.50 Travel/Mileage/Veh.Maint.
Kotaco Fuel & Propane	\$345.42 Travel/Mileage/Veh.Maint.
Farmers Union Oil-Fessenden	\$210.69 Travel/Mileage/Veh.Maint.
Wells County Treasurer	\$139.96 Uniforms
Wiest Associates, LLC	\$37,610.00 Grant Match
NDTC	\$105.99 Telephone
Wells County Treasurer	\$129.46 Telephone
Tammy Roehrich	\$100.50 Travel/Mileage
Otter Tail	\$48.47 Utilities
ODP Business Solutions, LLC	\$60.39 Office Supplies
Otter Tail	\$197.46 SS Indirect - Utilities
New Rockford Utility Services	\$86.65 SS Indirect - Utilities
Montana-Dakota Utilities Co.	\$129.62 SS Indirect - Utilities
4th Corporation	\$140.00 SS Indirect - KTL Maintenance
Wells County Fair Assn.	\$67,053.38 Fair-1.5 Mills
Farmers Union Oil-Fessenden	\$1,814.40 Festival Hall/Fair Supplies
Fessenden City	\$301.00 Festival Hall/Fair Utilities
Otter Tail	\$796.41 Festival Hall/Fair Utilities
	<u>\$132,425.20</u>

911

Dakota Central

\$300.24 Data Base/Circuiting/Updates

Jail & Transp.

HACTC

\$11.71 Jail & Transport Medication

Lake Region Law Enforcement

\$990.00 Jail & Transport Prison Board

HACTC

\$435.00 Jail & Transport Prison Board

\$1,436.71

Co. Agent

Leaf

\$235.91 Copier Lease & Maint.

NDTC

\$120.65 Telephone

Otter Tail

\$46.16 Utilities

\$402.72

Social Services

Alicia Lamm

\$250.00 Foster Care Health Ins.

Wells County Treasurer

\$125.55 Fuel/Foster Care

CenDak Cooperative-New Rockford

\$33.48 Fuel/Foster Care

Farmers Union Oil-Fessenden

\$25.00 Fuel/Foster Care

Farmers Union Oil-Fessenden

\$73.24 Vehicles

Wells County Treasurer

\$155.67 Fuel/Child Protect. Serv.

Farmers Union Oil-Fessenden

\$92.00 Fuel/Child Protect. Serv.

Wells County Treasurer

\$20.41 Vehicles

Krahlers Parts & Service

\$1,149.58 Vehicles

Rebecca Sable

\$239.44 Parent Aid Health Ins.

NDACo Resources Group

\$29.99 Technology

Farmers Union Oil-Fessenden

\$29.30 Family Social Worker/Fuel

Patriot Fuels

\$76.51 In Home Care/Fuel

Farmers Union Oil-Fessenden

\$230.98 In Home Care/Fuel

Farmers Union Oil-Fessenden

\$3.29 Vehicles

Leaf

\$461.00 Contracted Services

CenDak Cooperative-New Rockford

\$81.63 Fuel

NDTC

\$516.08 Telephone

Wells County Treasurer

\$670.87 Telephone

Dakota Central

\$187.63 Telephone

Central City H2O+

\$94.50 Zone Admin Support/Misc

ITD

\$25.00 Zone Admin Support/IT Other

Wells County Treasurer

\$196.74 Zone Admin Supp./Office Materials

Office Depot Business Account

\$250.51 Zone Admin Supp./Office Materials

Herald Press

\$79.00 Subscriptions & Memberships

\$5,097.40

Weed Control

Donna Rau

\$220.87 Salary - Employee

Hwy Tax

BW Electric

\$455.40 Building Upkeep

KLJ Engineering, LLC	\$3,412.65 Engineering Services
Farmers Union Oil-Fessenden Power Plan	\$2,913.67 Fuel
Dales Radiator & Repair	\$1,880.59 Machinery Repairs & Supplies
Schulz Engine & Machine	\$298.50 Machinery Repairs & Supplies
Gooseneck Implement	\$288.75 Machinery Repairs & Supplies
Lautt's Auto Body & Towing	\$4.38 Machinery Repairs & Supplies
Maertens Welding & Machine Co.	\$55.00 Machinery Repairs & Supplies
NAPA-Harvey	\$932.05 Machinery Repairs & Supplies
Central Dakota Enterprises, Inc.	\$397.51 Machinery Repairs & Supplies
Wells County Treasurer	\$1,046.24 Machinery Repairs & Supplies
Linde Gas & Equipment	\$58.84 Supplies
Tracys Market	\$121.63 Supplies
Auto Value Carrington	\$17.21 Supplies
Farm & Family	\$47.03 Supplies
TSC	\$30.39 Supplies
NDTC	\$642.52 Supplies
Kerry Schimke	\$145.34 Telephone
Doug Mertz	\$26.80 Travel/Mileage
Fessenden City	\$40.20 Travel/Mileage
Otter Tail	\$161.00 Utilities
Sykeston City	\$502.91 Utilities
Northern Plains Electric	\$48.50 Utilities
ND Assn. of Counties	\$426.84 Utilities
NorMont Equipment Co.	\$126.00 D & A
Jeffs Key & Lock Repair	\$4,741.35 Road Materials
Heritage Construction and Renovation	\$152.80 Repairs/Maintenance
Mid-Dakota Lumber	\$1,950.00 Repairs/Maintenance
	\$5,539.04 Repairs/Maintenance
	<u>\$26,463.14</u>

ARPA Grant


Fessenden Ambulance District	\$7,000.00 ARPA
Harvey City	\$8,824.94 ARPA
	<u>\$15,824.94</u>

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Wells County Treasurer	\$383.40 Pharm Chem
Office Of Attorney General	\$580.00 Scram Fees
	<u>\$963.40</u>

\$183,134.62

Approved:


 Stanley Buxa,
 Wells County Commission Chairman

Attest:


 Daniel W. Stutlien,
 Wells County Auditor