

Wells County Commissioner's Meeting Minutes November 7, 2023

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

The meeting began with an Appraisal Hearing regarding WC properties in foreclosure. With no sub-division present to contest the values assigned to each of the properties, LK (*M*), BL (*S*) to approve the minimum sale values as set in October. Unanimously carried.

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

Employee timesheets were reviewed by the commissioners.

DD (*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 as well as the Auditor reviewed funds which the Commission controls and the cash flow of WC.

Correspondence from the ND Dept. of Agriculture regarding an anhydrous ammonia facility license in the Bremen area, as well as an invitation to the 60th Annual Joint ND Water Convention and Irrigation Workshop coming up in December in Bismarck, was shared.

Commission Portfolios were reviewed and discussed. BL (*M*), LK (*S*) the WC Policy Manual applies to all non-elected, non-Social Services WC employees. Unanimously carried. Discussion was also held on moving remaining eligible elected officials to appointed positions in WC.

WC Sheriff, Chris Kluth, addressed the Commission with topics of discussion including the department's Calls for Service Report. Sheriff Kluth informed the Commission of the likelihood of losing another Deputy as one has been offered another position. A former WC Deputy's handgun was discussed and the Commission would like to see that sold to the former Deputy.

WC Road Foreman, Brent Keller, met with the Commission to discuss matters of his department. Keller spoke about equipment repairs, blading following the recent snowfall, and the condition of roads throughout WC with harvest resuming following the recent moisture.

Jason Mayfield of Wold Engineering met with the Commission to discuss WC Highway #5 and flexible funding options. The Commission will call for a stakeholders' meeting Wednesday, November 22nd, at 10:00 AM at either the KTL or FH.

Larry Skiftun of the WC Water Board spoke with the Commission regarding the James River west of Fessenden. The question to be determined is whether or not the channel was redirected decades ago, specifically around the turn to the 21st Century, although no complaint has ever been filed.

Jennie Krause of KLJ addressed the Commission regarding upcoming bridge replacements in WC, specifically the structure south of Harvey. Two options, a concrete box and an aluminum

box, were discussed. Both styles meet design criteria, but concrete is likely to be unavailable in '24. Bidding is slated for May '24, but could be moved up by as much as a month.

Lowell Malard of Butler Machinery met with the Commission and shared a proposal on a front-mount snowblower for WC. Any ordered placed now could not be fulfilled before app. Feb. '24. The Commission will review the proposal.

WC Auditor, Dan Stutlien, share with the Commission that WC's Argus Dental policy will be discontinued 1/1/24. A policy from Companion Life will serve as a replacement and those rates will be guaranteed for 2 years.

WC Clerk of Court, Carla Johnson, shared with the Commission a proposal for this year's Court Facilities Grant. Johnson's request includes relacing the courtroom desks for the Judge and the Clerk. DD (M), BL (S) to approve the grant request proposal for submission. Unanimously carried.

WC Auditor, Dan Stutlien, shared that training for the Primary (6/11/24) and General (11/5/24) Elections has begun. The Commission will approve WC Precincts in December with a goal of eliminating separate small city ballots in the '24 Primary.

The Commission was informed that phase I of the '23 Courthouse window project has been completed except for the attic ventilation system. The proposal for phase II was distributed and will be reviewed by the Commission.

Auditor Dan Stutlien informed the Commission the WC inert landfill applied for on the outskirts of Cathay has been conditionally approved by the ND Dept. of Environmental Quality. Stutlien shared the conditions.

The WC Property Foreclosure sale will occur at 10:00 AM Tuesday, November 21st, in the Auditor's Office.

The Commission continued discussion of the employee salary schedule for 2025 and beyond. The purpose is to develop a sound philosophy of the salaries and benefits provided to WC employees to both attract and retain effective and committed employees.

The Sheriff's Dept. P-T Deputy pay was discussed. DD (M), LK (S) to approve P-T Deputy pay to move to \$28/hr. with no benefits. Unanimously carried.

The next WC Departments' Meeting is slated for Thursday, November 16th, at 3:00 PM.

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

The regular December WC Commission meeting will be December 5, 2023 at 8:30 AM. There being no further business, the meeting was adjourned at 11:35 AM.

The following Fees and Receipts were approved and ordered filed:

Clerk of Court	\$	175.00
Recorder	\$	3,009.20
Sheriff	\$	715.50
Misc.	\$	43,229.20

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

#Direct Deposit	Payroll, General (1000)	\$	94,283.78
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#Direct Deposit	Payroll, Road (2001)	\$ 51,770.74
#Direct Deposit	Payroll, 911 (2003)	\$ 1,053.17
#Direct Deposit	Payroll, County Agent (2005)	\$ 3,392.83
#Direct Deposit	Payroll, Social Welfare (2007)	\$ 69,753.70
#ACH BC/BS	Insurance	\$ 61,959.81
#ACH NDPERS	Retirement	\$ 29,986.01

Nov.
2023

General

ODP Business Solutions, LLC	\$56.90	Central Supplies
Pitney Bowes	\$144.00	Postage Meter Rent
Wells County Treasurer	\$344.52	Telephone
Verizon	\$48.01	Telephone
NDTC	\$727.95	Telephone
Fessenden City	\$343.76	Countywide Utilities
Central City H2O+	\$36.00	Countywide Utilities
Otter Tail	\$1,047.29	Countywide Utilities
Central Plains Water	\$225.00	Valve Testing
Wells County Treasurer	\$36.30	Bank Charges
ODP Business Solutions, LLC	\$1,619.60	Book Account-Paper
Herald Press	\$1,099.50	Blank Books
Klocke Enterprises	\$240.00	Courthouse & KTL Maintenance
General Roofing & Construction	\$51,820.37	CH Maintenance-Windows
Wells County Treasurer	\$78.90	Courthouse & KTL Maintenance
Dakota Dust-Tex	\$218.56	Courthouse & KTL Maintenance
Weigelt Refrigeration	\$75.00	Courthouse & KTL Maintenance
Farmers Union Oil-Fessenden	\$88.93	Courthouse & KTL Maintenance
Faye Schimelfenig	\$20.00	Janitor Supply
Lemer's ACE & Rental	\$70.15	Courthouse & KTL Maintenance
TJ Plumbing	\$70.00	KTL Maintenance
Tracys Market	\$49.43	Janitor Supplies
Benson County Farmers Press	\$70.00	Legal Publications
Herald Press	\$402.03	Legal Publications
Dakota Fire Extinguishers	\$955.75	Safety Supplies
Wells County Treasurer	\$20.98	Technology
ITD	\$1,440.20	Technology
NDTC	\$101.01	Technology
NDACo Resources Group	\$206.84	Technology
Klocke Enterprises	\$184.00	Awards-Misc.
Bismarck Hotel & Conference Center	\$192.60	Travel/Mileage
Danny Maxwell	\$31.44	Travel/Mileage
Bismarck Hotel & Conference Center	\$192.60	Travel/Mileage
Leon Klocke	\$61.57	Travel/Mileage

Bismarck Hotel & Conference Center	\$192.60	Travel/Mileage
Stan Buxa	\$91.70	Travel/Mileage
Bismarck Hotel & Conference Center	\$192.60	Travel/Mileage
Dennis Dockter	\$119.87	Travel/Mileage
Bismarck Hotel & Conference Center	\$192.60	Travel/Mileage
Bryan Lautt	\$167.68	Travel/Mileage
Bismarck Hotel & Conference Center	\$192.60	Travel/Mileage
Daniel Stutlien	\$328.81	Travel/Mileage
RELX Inc.	\$134.00	Lexis Nexis Fees
Thomson Reuters-West	\$768.00	Specialty Office Supplies
Wells County Treasurer	\$198.06	Specialty Office Supplies
ND State Treasurer	\$70.00	Marriage Licenses
Wells County Treasurer	\$192.60	Travel/Mileage
Carrie Krause	\$402.80	Travel/Mileage
Carla Johnson	\$157.86	Travel/Mileage
Wells County Treasurer	\$270.00	Dues/Registration Fees
Sidwell Company	\$1,771.29	Sidwell/Vanguard
Vanguard Appraisals	\$24,000.00	Vanguard Appraisals
Wells County Treasurer	\$1,054.49	Travel/Mileage/Veh.Maint.
Krahlers Parts & Service	\$449.81	Travel/Mileage/Veh.Maint.
Lautt's Auto Body & Towing	\$157.25	Travel/Mileage/Veh.Maint.
Farmers Union Oil-Fessenden	\$205.00	Travel/Mileage/Veh.Maint.
Andrew Zachmeier	\$16.94	Travel/Mileage/Veh.Maint.
Kotaco Fuel & Propane	\$231.76	Travel/Mileage/Veh.Maint.
Axon Enterprise Inc.	\$2,880.00	Taser Cert.
Uniform Center	\$64.99	Uniforms
NDEMA	\$50.00	Dues/Registration Fees
Wells County Treasurer	\$129.45	Telephone
NDTC	\$107.81	Telephone
Wells County Treasurer	\$192.60	Travel/Mileage
Tammy Roehrich	\$257.80	Travel/Mileage
Otter Tail	\$44.13	Utilities
Wells County Treasurer	\$288.90	Travel/Mileage
Amy Dale	\$299.65	Travel/Mileage
NDTC	\$547.17	SS Indirect - Telephone
Dakota Central	\$196.15	SS Indirect - Telephone
Montana-Dakota Utilities Co.	\$38.62	SS Indirect - Utilities
New Rockford Utility Services	\$89.37	SS Indirect - Utilities
Otter Tail	\$193.77	SS Indirect - Utilities
Bessette Motors, Inc.	\$70.20	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
Wells County Treasurer	\$163.20	SS Indirect - Postage Meter Rent
Wells County Treasurer	\$449.70	Festival Hall/Fair Supplies
Fessenden City	\$348.72	Festival Hall/Fair Utilities
Otter Tail	\$651.38	Festival Hall/Fair Utilities
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	\$102,612.12	

911

NDTC	\$156.34	Data Base/Circuiting/Updates
Dakota Central	\$300.24	Data Base/Circuiting/Updates
Wells County Treasurer	\$192.60	Travel/Mileage
Janelle Pepple	\$181.82	Travel/Mileage
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	\$831.00	

Jail & Trans.

Burleigh-Morton Detention Center	\$375.00	Jail & Transport Prison Board
HACTC	\$9,702.00	Jail & Transport Prison Board
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	\$10,077.00	

Co. Agent

Leaf	\$235.91	Copier Lease & Maint.
Wells County Treasurer	\$55.00	Dues/Registration Fees
Wells County Treasurer	\$119.40	Office Supplies
Wells County Treasurer	\$120.60	Telephone
Wells County Treasurer	\$168.00	Travel/Mileage
Hannah Peterson	\$376.85	Travel/Mileage
Otter Tail	\$42.02	Utilities
NDSU-Ag Budget Office	\$5,077.28	Share of County Agent
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	\$6,195.06	

Social Services

Wells County Treasurer	\$103.17	Fuel/Foster Care
CenDak Cooperative-New Rockford	\$166.12	Fuel/Foster Care
Wells County Treasurer	\$8.54	Misc/Foster Care
Wells County Treasurer	\$56.12	Foster Care/Safety Perm.
Wells County Treasurer	\$96.90	Fuel/Child Protect. Serv.
Wells County Treasurer	\$50.98	Office Materials
Wells County Treasurer	\$65.92	Family Social Worker/Fuel
Farmers Union Oil-Fessenden	\$124.68	Family Social Worker/Fuel
Megan Olson	\$131.00	Family SW-Travel/Mileage
Patriot Fuels	\$125.67	In Home Care/Fuel
Farmers Union Oil-Fessenden	\$350.36	In Home Care/Fuel
Fessenden Ambulance District	\$118.60	Office Materials
Julie St. Germaine	\$367.46	Admin Support-Travel/Mileage
ITD	\$83.75	Zone Admin Support/IT Other
Shayla Diede	\$9.00	Meals/Foster Care

Wells County Treasurer	\$528.05	Zone Admin Support/Cell phone
Wells County Treasurer	\$194.48	Admin Support/Lodging/Hotels
Central City H2O+	\$76.50	Water
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	\$2,657.30	

Weed Control

Donna Rau	\$220.87	Salary - Employee
Benson County Farmers Press	\$112.00	Advertising
Herald Press	\$159.60	Advertising
L & K Spraying	\$36,855.00	Chemical Spraying Noxious Weed/Leafy Spurge/Cost
Delger Township	\$500.00	Sharing
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	\$37,847.47	

Hwy Tax

KLJ Engineering, LLC	\$372.37	Engineering Services
True North Steel	\$22,657.20	Culverts
Farmers Union Oil-Fessenden	\$15,921.21	Fuel
Harvey Oil Co.	\$11,271.36	Fuel
Butler Machinery	\$9,590.00	Highway Machinery
Power Plan	\$390.08	Machinery Repairs & Supplies
County Line Truck Repair, LLC	\$10,453.00	Machinery Repairs & Supplies
Escosupply	\$10,852.79	Machinery Repairs & Supplies
Butler Machinery	\$1,332.00	Machinery Repairs & Supplies
Gooseneck Implement	\$35.30	Machinery Repairs & Supplies
NAPA-Harvey	\$325.65	Machinery Repairs & Supplies
Wells County Treasurer	\$208.98	Supplies
TSC	\$1,013.14	Supplies
Lemer's ACE & Rental	\$34.56	Supplies
Linde Gas & Equipment	\$106.00	Supplies
Tracys Market	\$34.97	Supplies
Farm & Family	\$15.99	Supplies
NDTC	\$145.35	Telephone
Dakota Central	\$100.00	Telephone
Wells County Treasurer	\$104.63	Travel/Mileage
Gary Kaul	\$62.88	Travel/Mileage
Doug Mertz	\$157.20	Travel/Mileage
Tim Buchwitz	\$26.20	Travel/Mileage
Kerry Schimke	\$104.80	Travel/Mileage
Harvey City	\$64.20	Utilities
Verendrye Electric	\$126.21	Utilities
Kim's Septic Service	\$500.00	Utilities
Fessenden City	\$174.24	Utilities
Otter Tail	\$241.40	Utilities
Cathay City	\$95.00	Utilities
Sykeston City	\$48.50	Utilities
Northern Plains Electric	\$338.63	Utilities

ND Assn. of Counties	\$63.00	D & A Testing
Larry Fandrich	\$2,947.68	Misc.-Culvert Reimb.
SMP Health St. Aloisius	\$150.00	D & A Testing
Western Dakota Energy Association	\$500.00	Load Pass Permit Dues
Susag Sand & Gravel	\$1,141.25	Road Work
Border States Paving	\$1,035.30	Road Materials
Susag Sand & Gravel	\$361.17	Road Materials
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	\$93,102.24	

Preservation

Tyler Technologies	\$4,306.95	Technology
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PharmChem, Inc.	\$63.90	Sweat Patch Analysis
Office Of Attorney General	\$900.00	Scram fees
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	\$963.90	

Co. Agency


Wells County Treasurer	\$30.90	Supplies
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\$258,623.94

Approved:


 Stanley Buxa,
 Wells County Commission Chairman

Attest:


 Daniel W. Stutlien,
 Wells County Auditor