

**MINUTES OF EDDY COUNTY COMMISSIONERS
EDDY COUNTY COURTHOUSE
FEBRUARY 6, 2024, 8:30 A.M.**

The meeting was called to order at 8:03 a.m. by James Allmaras, Chairperson. Also present were Commissioners Glenda Collier and Dave Gehrtz; and State's Attorney, Ashley Lies.

Dave Gehrtz made a motion to approve the agenda and it was seconded by Glenda Collier with amendment to 9:15 AM item, amending the Review and approval of 99 Year lease with Central North Dakota Steam Threshers, Inc to discussion of leasing fairgrounds to Central Dakota Steam Threshers, Inc. and possible funding. All in favor. Motion carried.

Glenda Collier made a motion to approve the January 2, 2024 Meeting Minutes and the January 9, 2024 Special Meeting Minutes. Dave Gehrtz seconded, all were in favor. Motion carried.

After review of the financials and expenditure and revenue budgets for the month of January 2024, a motion was made by Dave Gehrtz to approve both the financials and budgets. The motion was seconded by Glenda Collier. All were in favor, motion carried.

Glenda Collier made a motion to approve the following bills, it was seconded by Dave Gehrtz. Roll call vote: Glenda Collier, James Allmaras, and Dave Gehrtz voted aye. The motion carried.

At T Mobility	582.37
Bank Forward	27.30
Briss Oil Co	86.50
Butler Machinery Company	51.17
Cash and Carry Lumber	69.60
Central Business Systems Inc	32.00
Central City H2o	22.50
Cendak Cooperative	324.48
Cenex Fleetcard	372.11
City of Sheyenne	110.10
Dakota Dust-Tex Inc	159.75
Dauenhauer Diesel Repair	705.14
Do It Best	66.37
Dollar General-Regions 410526	696.85
Forum Communications	250.80
Information Technology Dept	906.95
Lake Region District Health Un	18,870.00
Lake Region Law Enforcement	77,818.00
Lake Region E-911 Authority	71,258.00
Linde Gas Equipment Inc.	90.14
Meehan Machine	208.92
Micks 281 Service	563.96
ND Association of Counties	10.00
NDACO Resources Group	107.48
ND County Treasurers Assoc	200.00

NDPIO	200.00
NDSU Extension Service	11,379.95
ND State Radio Communications	120.00
ND Telephone Co	867.36
New Rockford Utility Services	237.78
Nodak Electric Cooperative	58.23
Northern Plains Electric Coop	280.00
Office of Attorney Gen - 1250	390.00
Otter Tail Power Co	1,624.87
Linderman Construction, Inc.	2,000.00
ND Public Employees Retirement	22,121.00
Perleberg Convenience Store	167.43
Pitney Bowes Bank Inc Purchase	500.00
Scott Reis	450.00
Rockin Fitness	500.00
Stutsman Co Correction Ctr	2,625.00
Taverna Electric	50.00
Uniform Center	536.94
Warren Implement Inc	1,183.11
Payroll	59,593.18
AT&T Mobility	582.55
Elan Financial Services	208.68
Central Plains Water District	56.00
Cenex Fleetcard	438.90
Leaf	104.50
Electronic Federal Tax Pay Sys	18,859.00
Aflac	145.21
ND Public Employees Retirement	1,689.00
ND Public Employees Retirement	12,681.20
Colonial Life	461.25
Ameritas Life Insurance Corp	229.48
Ag Communications	110.00
Alan S Furnace Service Inc	86.00
Bank Forward	27.10
Cash & Carry Lumber	285.94
Central Business Systems Inc	980.05
Central City H2o	93.00
Cole Papers Inc	268.93
City of Sheyenne	14,264.82
City of New Rockford	193,586.73
City of New Rockford	250.00
New Rockford City Park Dist	23,995.07
Dakota Dust-Tex Inc	325.00
Dauenhauer Diesel Repair	1,149.87
Do It Best	247.66
Eddy County Council on Aging	5,448.18
Tolna Fire Protect District	656.81
New Rockford Fire Prot Dist	5,332.77

Garrison Div Cons District	2,926.60
Garrison Diversion Conserv Dis	600.00
Randy Guler	50.72
Haley Auto Repair LLC	231.81
Historical Society	681.03
Bryant Huso	82.88
Leaf	115.00
Judith McKnight	430.30
Montana Dakota Utilities Co	2,374.77
Napa Auto Parts	60.40
Nd County Auditors Association	200.00
Dept Of Transportation	2,497.34
Nd Recorders Association	200.00
Nd State University	532.86
Office of Attorney Gen - 1250	355.00
Otter Tail Power Co	60.10
Quill Corporation	200.55
Roseau County Sheriff's Office	103.00
Greg Rue	57.42
Dakota Prairie Pub School	8,501.06
New Rockford Sheyenne School	216,973.58
Midkota School	17,419.23
Warwick School	16,648.74
Carrington School	764.85
Soil Conservation	8,620.08
State Treasurer	2,724.13
Tao Interactive Inc	599.95
Allen Troy	39.26
Mike Tweed	89.60
Paradise Township	2,610.94
Cherry Lake Township	1,766.80
Columbia Township	4,001.07
Pleasant Prairie Township	6,772.71
Superior Township	4,897.33
Rosefield Township	6,074.97
Colvin Township	2,514.94
Lake Washington Township	2,461.85
Tiffany Township	2,333.20
Sheldon Township	1,912.74
New Rockford Township	3,500.70
Munster Township	4,001.53
Freeborn Township	2,329.70
Eddy Township	2,445.52
Hillsdale Township	2,501.53
Bush Township	2,089.54
Gates Township	3,313.29
Grandfield Township	2,442.66
Viking Electric	225.00

Patty Williams

2,450.00

Glenda Collier made a motion to approve the General Ledger Journal Entries moving the Legacy fund deposit originally placed in the Highway Tax Reg Account to the Co Road Misc. account per State guidance and moving ND Pers Insurance premium for both employee and employer out of retirement and into Insurance. Dave Gehrtz seconded the motion. Roll call vote: Glenda Collier, James Allmaras, and Dave Gehrtz voted aye. The motion carried.

OLD BUSINESS:

Dave Gehrtz made a motion to clarify the compensation for Kristy O'Connor as interim auditor, compensation is to include full salary for 5 days per week plus 20% of salary for the weeks worked in January, ending when Kristy went back to 4 days per week. James Allmaras seconded the motion. All in favor, motion carried.

NEW BUSINESS:

Glenda Collier made a motion, seconded by Dave Gehrtz to add Becki Schumacher to all accounts in the County's name and to remove Patty Williams from all accounts in the County's name. All in favor. Motion carried. The State's Attorney noted the Commission had previously made a motion to remove Patty Williams from the Bank Forward accounts, but did not specifically address the Community Credit Accounts; this shall serve to correct this oversight.

Glenda Collier made a motion to set salary step 3 for Becki Schumacher retroactive to her full time start date of February 1, 2024 with a 3 month and 6 month review. Dave Gehrtz seconded the motion, all were in favor. Motion carried.

Becki Schumacher reported she had 38 hours training time in the month of January and requested the Commissioners to set a rate for those hours.

Dave Gehrtz made a motion to prorate 1 week salary for Becki Schumacher for her time she spent training in January. Glenda Collier seconded the motion, all were in favor. Motion carried.

Tiffany Harr reported that Eddy County was approved for Court Facilities Improvement Grant Awards Application #1 and #2. One for a fridge in the jury room and the other to repair the windows in the Judge's office. The other applications were denied.

Glenda Collier made a motion to approve the Fairgrounds Lease for the Labrie-Crutchfield Wedding, dates reserved are June 16, 2024 – June 24, 2024. Dave Gehrtz seconded the motion, all were in favor. Motion carried.

State's Attorney Ashley Lies gave a briefing to Commissioners as to the process of changing from having elected officials to appointed officials. No change can take place during an elected officials' term. Lies will prepare a preliminary resolution to share with Commission at a later meeting. No motion was made.

State's Attorney Ashley Lies reviewed the Turtle Mountain v. Howe case. Lies explained the requirement for the Commission to reestablish precinct boundaries and reviewed the legal descriptions.

Glenda Collier made a motion to approve and adopt the legal descriptions as provided for Eddy County's precincts and to rename precinct 141503 to 140903. Dave Gehrtz seconded the motion, all were in favor. Motion carried.

Kristy O'Connor obtained a quote to be presented to the Commission for new software and a server backup replacement, as the County's current software company has informed staff that they are discontinuing service in 2025.

Glenda Collier made a motion to move forward on the quote from Software Innovations for the Taxation & Export, Fund Accounting and Payroll Software in the amount of \$50,000, and the quote from NRG Technology Services for the server backup replacement in the amount of \$2,279. Dave Gehrtz seconded the motion, all were in favor. Motion carried.

Glenda Collier made a motion to approve the 2022 audit performed by Brady, Martz & Associates, and it was seconded by Dave Gehrtz. All in favor, motion carried.

Lisa Thompson, Eddy County Emergency Manager reviewed the roles and responsibilities of the Emergency Manager. Thompson advised the Commission that both the City of New Rockford and the City of Sheyenne should have a formal agreement prepared stating that the County will provide Emergency Manager services to each city. Thompson is currently acting in this role. A monetary amount should also be considered to cover the cost of providing this service. Both cities are required to have an emergency Management person or have an agreement with the County to cover that requirement. Thompson explained that she has been fulfilling the duties of the FEMA Flood Plain Manager; but that this role needs to be separate from her current workload. Thompson suggested these responsibilities be shifted to the Zoning Board. There was discussion on needing to potentially hire an employee to assume this role. Thompson provided the Commission with a copy of the 2023 Eddy/Well Multi-Jurisdictional Multi-Hazard Mitigation Plan that was approved. The approved plan is effective from March 29, 2023 to March 28, 2028. Planning should begin for the next approval period in March of 2026. Thompson provided a burn restrictions worksheet and a preliminary Fire Emergency & Burn Restrictions Declaration. The Commission will make their recommendations on burn ban ratings to Thompson by next regular meeting.

Kevin Johnson was present to discuss the possibility of a 99-year lease of the Fairgrounds to Central North Dakota Steam Threshers, Inc. and the Garrison Diversion Grant.

Dave Gehrtz made a motion to approve a 99-year lease of the Eddy County Fairgrounds to the Central North Dakota Stream Threshers, Inc. Glenda Collier seconded, all were in favor. Motion carried.

Road Superintendent Todd Weber reported that there are multiple 911 address signs that needs to be replaced and installed. Weber has a quote for the signs from Newman, and is waiting to hear back from NDDOT regarding the agreement pertaining right of ways, and placement of signs on the State Highway systems that run through Eddy County.

Dave Gehrtz made a motion to run the Garrison Diversion Grant through the County for a new bathhouse on Fairground property. Glenda Collier seconded. All were in favor, motion carried.

Glenda Collier made a motion to increase the private blading rate from \$95.00 to \$130.00 per hour. Allmaras seconded the motion, all were favor. Motion carried.

At 10:00 AM as scheduled, Mike May with Interstate Engineering was present to assist SA Ashley Lies with the bid opening for the 50' x 60' Eddy County Shop Building in Sheyenne. The County received and opened four bids. CK Construction bid \$350,000.00 for items 1-11. First Dakota Enterprises, Inc. bid \$657,146.00 for items 1-11. Klemetsrud Plumbing & Heating bid \$47,548 for items 4, 8 and 9. Forks Lath & Plaster bid \$648,348.00 for items 1-11. Interstate Engineering will review the bids in their entirety and confirm all requirements are met and will return a recommendation to the County.

The next regular meeting will be March 5,2024, at 8:30 A.M.

Dave Gehrtz motioned to adjourn the meeting at 11:19 A.M., meeting adjourned.

ATTEST:



Becki Schumacher, Interim Auditor



James F. Allmaras, Chairperson