Barnes County Commission
February 6, 2024
Valley City, ND 58072

The Barnes County Commission met in regular session on Tuesday, February 6, 2024, with Cindy Schwehr, Vicky Lovell, Bill Carlblom, Pete Paulson, and Shawn Olauson present. Chairman Carlblom called the meeting to order at 8:00 a.m., rollcall was taken, the Pledge of Allegiance was recited, and the agenda was reviewed.

Highway Department

Jamie Smith presented a request to start the bidding process on a chip seal project on County Road 7. This project is 21.5 miles. Shawn Olauson moved to approve the bidding process in March for the chip seal project. Vicky Lovell seconded the motion. Motion carried upon rollcall vote with all members voting yes. DOT bridge projects schedule for this year were pushed back to next year and the Viking Drive Bridge and the Peterson Bridge have been pushed back to 2027 due to funding. The Highway Department is short of three employees and has one application that looks promising. The crew has been cleaning out the back lot and getting rid of old scrap iron. The crew manufactured a box for paving to go on front of the grader and fabricated a portal coffer gam so they can put culverts in with water. No road restrictions at this point. Roads will continue to be monitored.

Emergency Management

Jessica Jenrich presented a Salamander Program Agreement with Stutsman County. This program is a credential software. Can be used in Fire Departments, Emergency Management, Ambulance and so forth. Jessical would implement this program. Barnes County could use one Stutsman County Licenses. The cost would be $140.00 per year. The ID badges would be at a cost of $5.00 each which would be billed to each department utilizing the program. Bill Carlblom moved to approve the agreement; Pete Paulson seconded the motion. Motion carried upon roll call vote with all members voting yes. Sarah Miller and Jessica attended the City of Oriska board meeting and discussed the Everbridge program with them. The citizens of Oriska did not have water during the ice storm that took place. By utilizing the Everbridge program, their citizens would be able to receive notifications in the event water becomes unavailable or available during certain hours and so forth. Sarah and Jessica will attend the next City of Oriska board meeting to help citizens sign up for the program. When the power goes out the sewer also goes out. Ms. Jenrich is searching for a grant that would help them purchase a generator.

Environmental Services

Shane Kalbrener presented the Court Facilities Improvement Grant award notification. This award will help in replacing the carpet and painting the small courtroom and jury room. The county's share of the grant is 25%. Bill Carlblom made a motion to approve the grant award. Shawn Olauson seconded the motion. Motion carried upon roll call vote with all members voting yes. Heating and Cooling System study is ongoing.

Corrections

Jeremy Wolff discussed the pay rate for a new hire employee. He would like to hire Melissa Neitzke at the rate of $25.00 per hour. This employee will be part-time and has excellent background experience from Richland County and is a PREA Coordinator in Minnesota. She uses all the same programs so no training will need to take place on the programs. Cindy Schwehr made a motion to set the starting rate for Melissa Neitzke at $25.00 per hour; Pete Paulson seconded the motion. Motion carried with all members voting yes. Housing rates for inmates were discussed. The current cost for housing inmates is $75.00 to $85.00 per day. Because of rising costs, Jeremy suggests raising the housing rate to $100.00 per day. The VCPD rate will be kept at the current rate. Cindy Schwehr made a motion to increase housing rates for inmates to $100.00 per day; Pete Paulson seconded the motion. Motion carried upon roll call vote with all members voting yes. The need for different gun lockers was discussed. The current gun lockers are too small for some of the guns. Jeremy would like to purchase a 6-compartment locker and a 3-compartment locker. The current locker will be moved up to the front for officers coming in through the front door. Cindy Schwehr made a motion to approve the purchase of new gun lockers at a total of $4,636.80.

Auditor – Minutes

Shawn Olauson moved to approve the January 16, 2024, minutes; Cindy Schwehr seconded the motion. Motion carried with all members voting yes. There will be several Election trainings in March for our office staff. The election training in Bismarck on March 6th and March 7th will be attended by all the Auditor's Staff. The commission felt it was important that all the Auditor's staff have the same election training. We will look for help from other county offices to help staff in our office during the time we are out. Shawn Olauson made a motion for all Auditor's staff to attend Election training in Bismarck on March 6th and March 7th. Cindy Schwehr second the motion. Motion carried upon rollcall vote with all members voting yes.

Commission Discussion

Pete Paulson gave updates on the VSO Office transportation. VSO will participate in the Winter Show with a booth honoring the Honor Flight. The booth cost will be free with the VSO giving free rides to veterans to the Winter Show rodeo. Cindy Schwehr attended the Airport and City County Health District board meetings. City county Health has retained Kennelly Law Office for legal service. Vicky Lovell attended the HUD and the South Central Dakota Regional Council board meetings. There are eighty new businesses in region VI.

Department Heads

Kara Anderson and Jennifer Feist with Valley City-Barnes County Development Corporation gave a presentation to the Barnes County Department Heads and Commissioners on the services they provide that can aid in finding new employees and retaining employees.

Jason Thiel reminded employees to be mindful of all the phishing emails going around and to report them to IT. He is working on the School Building Refund spreadsheet to send to CPT for their formatting a file for checks. Jamie Smith was elected to the ND Association of County Engineers Board of Directors. Shane Kalbrener reported the recent ice storm took snapped trees on the county property that will need to be removed. New trees will need to be planted. He has checked with the NDSU Extension Office as to trees that would be a good replacement choice. Shane will check into the Beautification Committee to see what trees should be planted. Painting is done in the States Attorney's Office. He is staying updated on the boiler system. His department will start to clean the Sheriff's Office soon. Jamen Windish with Barnes County Weed Control has been re-elected to serve as Area Director on the North Dakota Weed Control Association. He is working on proposals for grants. The blueprints are done for a new building for Weed Control. KLJ will look at the blueprints to see what type of foundation would be needed. Alisha Harstad with NDSU Extension office reported that there are six parenting classes going on presently. Sue Milender is working on Nourish a program and On the Move. The library has live streamed Field to Fork Watch Parties on Wednesdays at 2:00 pm with different topics each week. Sue also has tools for a caregiver's program. Alisha is getting ready for the winter show with Stop the Bleed Program, the Crop Show and Critter Coral. They are looking for 4-H Volunteers. There is a training program available for training. Pesticide certification will also take place in March. Stacy Hansen, Tax Equalization Office, reports the values of agricultural land will go down approximately four percent. The residential and commercial values are set to increase approximately an average of seven percent. They are using the Vanguard Program's new manual which updates current pricing on values of property. The Homestead Credit Program is retroactive to 2023. This has doubled the number of applications coming in. The application process for the Primary Residence Exemption is currently underway. The deadline to apply for this exemption is March 31, 2024, and is done through the ND State Tax Office website. It is up to $500.00 tax exemption on the primary residence. This exemption will show up on the tax statement. Debbie Magnuson is helping people with this process if they need assistance with applying. The Tax Equalization Office has a workshop coming up this week in Bismarck which will be attended by all her office staff. The Recorders Office will help keep the Tax Equalization Office open during this time. Debbie Magnuson of the Treasurer's Office reported on the taxes taken so far. She has put information out on the radio, newspaper, and Facebook regarding the Primary Residence Credit so people can be aware of the program being available to them. The Auditor's Office reported that all the January deadlines have been met. The election meetings will be held in March. The goal for sending the School Building Fund refund checks is to get them out this month. Help may be needed to stuff the checks and cover letter into the envelopes. The cover letter also needs to be signed. Jason Thiel also reported the payroll portal is set up and will start putting the remaining employees on it so that all employees will be using the portal.

Bills Approved for January 2024

General Fund: Aflac $3,026.12, Aflac Group Insurance $48.51, Amazon Capital Services $25.01, Barnes Rural Water $276.81, Bek Communications Cooperative $549.59, Bitz Tire & Service, Inc. $20.00, Blair's Auto Body Llc $495.82, Bridgetown Imprints $250.00, Carlblom, William $50.00, Cass County Electric $337.74, Central Business Systems $99.00, Centurylink Az $1,120.79, Charm-Tex Inc $252.60, Chs Dakota Plains Ag $290.51, City Of Fargo $300.00, Cole Papers Inc. $726.21, Colonial Life Insurance $126.47, Consolidated Correctional Foodserv $11,602.36, Dacotah Bank Flex Acct $1,816.00, Dacotah Bank Sd $4,538.12, Dakota Central Telecommunications $21.00, Dickey Rural Telephone Coop. $317.01, Duffy, Tonya $600.00, First International Insurance $39.00, Forum Communications Printing $4,440.86, Handy Hardware & Rental $1,252.80, High Plains Water Treatment, Inc. $158.00, Idemia Identity & Security Usa Llc $7,548.00, Information Technology Department $6,033.09, Inter-Community Telephone $150.00, James-Valley Reg. Lodge #4 $162.68, Jones, Terry $345.00, Koepplin, Bobby $248.56, Kohn Electric $50.00, Leaf $190.00, Leevers Foods $14.25, Litchville Bulletin $385.82, Marco Inc - St Louis $1,366.34, Mckesson Medical-Surgical Mn Suppl $117.73, Mercy Hospital - Valley City $107.00, Mid-States Wireless, Inc. $13,741.48, Midwest Pest Control $200.00, Montana-Dakota Utilities $3,770.92, Nartec,Inc $157.19, National Sheriffs Association $142.00, Nd Association Of Counties $15,177.07, Nd Attorney General $2,500.00, Nd County Auditors Association $250.00, Nd County Commissioners Associatio $1,725.00, Nd County Treasurer's Assoc $250.00, Nd Dept Of Corrections & Rehabilit $150.00, Nd State Radio Communications $1,080.00, Nucara Pharmacy $1,856.87, Olauson, Shawn $243.45, Peterson Mechanical Inc $1,690.49, Petro Serve Usa $3,156.14, Pharmchem Inc $479.25, Pine Country Nursery $730.00, Puklich Chevrolet Buick Gmc $145.29, Quadient Finance Usa Inc $3,000.00, Record Keepers, Llc $70.00, Rice County Sheriff's County $70.00, Sanford Health Occupation Medicine $324.00, Schwehr, Cindy L $370.24, Servicemaster Of Valley City $220.00, Smith Lumber Company $195.16, Stoudt Miller Inc $1,185.36, Stutsman County $15,000.00, Stutsman County Correctional Cente $2,788.79, Sunset Law Enforcement Llc $734.90, Superior Vision Services Inc $615.40, The Medicine Shoppe $54.48, Thomson Reuters -West $368.01, Tyler Technologies Inc $5,355.00, Urban Couture $26.99, Valley Auto Parts $182.82, Valley Barber Service $136.00, Valley City Public Works $4,158.67, Valley City Times-Record $728.64, Valley Officeworks $213.13, Vanguard Appraisals Inc $650.00, Verizon Wireless $1,010.23, Volk, Shelby $135.00, Wagon Wheel Inn Ltd $1,890.00, Ward County $2,400.00, Total For Fund $138,826.77, **City County Health:** City County Health District $79,553.70, Total For Fund $79,553.70, **Veterans Service Office:** Aflac $149.59, All Flags Llc $370.65, Central Business Systems $53.70, Centurylink Az $7.22, Dacotah Bank Flex Acct $50.00, Dacotah Bank Sd $300.90, Petro Serve Usa $284.81, Record Keepers, Llc $7.88, Stoudt Miller Inc $69.68,

Superior Vision Services Inc $63.10, Verizon Wireless $113.82, Wagon Wheel Inn Ltd $550.00, Wells Fargo Bank Nc $676.42, Total For Fund $2,697.77, **County Road And Bridge:** Acquisign Llc $150.00, Aflac $636.36, Aflac Group Insurance $52.30, Bitz Tire & Service, Inc. $25.00, Centurylink Az $69.21, Chs Dakota Plains Ag $903.48, Colonial Life Insurance $59.04, Dacotah Bank Flex Acct $386.22, Enterprise Sales Co. $29.41, Fastenal $1,001.18, Fei Inc $271.52, First International Insurance $110.00, Gille Auto $1,200.00, Handy Hardware & Rental $83.56, Hercules Tow Ropes $708.76, Klj Engineering Llc $11,258.47, Kotaco $1,030.14, Leroy's Flooring $5,460.00, Linde Gas & Eq / Praxair $489.83, Little Falls Machine, Inc. $2,479.79, Metcalf, Ryan $90.00, Miller, Matt $238.98, Montana-Dakota Utilities $173.93, Nd Association Of County Engineers $375.00, Nelson International, Inc. $481.43, Newman Outdoor Advertising - Jmst $148.54, Ottertail Power Company - Jamestow $123.35, Petro Serve Usa $76.78, Powerplan Oib $7,921.53, R & H Maintenance & Lawn Care $640.00, R.C. Welding $960.00, Rdo Equipment Co. $484,500.00, Sanford Health Occupation Medicine $108.00, Smith Lumber Company $250.70, Smith, Jamie L. $12.00, State Disbursement Unit - North Da $673.00, Superior Vision Services Inc $86.40, Tangen, Tim N $90.00, Valley Auto Parts $1,034.78, Valley City Public Works $2,983.23, Verizon Wireless $99.17, Willey, Myron $90.00, Total For Fund $527,561.09, **Weed Control:** Aflac $149.93, Barnes Co Highway Dept $41.76, Dacotah Bank Sd $125.00, Handy Hardware & Rental $66.37, Verizon Wireless $200.05, Windish, Jamen $214.06, Total For Fund $797.17, **County Agent:** Aflac $33.50, Central Business Systems $471.01, Centurylink Az $3.92, Dacotah Bank Sd $435.00, Hochhalter, Debra $10.00, Ndae4-Hyw $100.00, Ndsu Dept 3110 $65.00, Superior Vision Services Inc $11.50, Valley Officeworks $109.45, Total For Fund $1,239.38, **Farm To Market 15 Mill:** Hubert Oye & Sons, Inc. $12,549.50, Ottertail Power Company - Jamestow $55.76, Total For Fund $12,605.26, **County Bridge:** Nd Dept Of Transportation $1,503.49, Total For Fund $1,503.49, **Grants And Projects:** Anderson, Tara $1,640.00, Boese, Debra $170.00, Centurylink Az $1.37, Leevers Foods $4.09, Nelson, Melanie $818.15, Swenson, Allison $340.00, Total For Fund $2,973.61, **Soil Conservation:** Barnes Co Soil Conserv. Dist. $30,155.37, Total For Fund $30,155.37, **Flood Emergency 2011:** Alta Township $8,850.87, Binghampton Township $26,435.94, Cuba Township $11,399.37, Dazey Township $1,813.90, Ellsbury Township $1,368.50, Minnie Lake Township $77,423.27, Spring Creek Township $1,379.00, Total For Fund $128,670.85, **Stewart Drain:** Houston Engineering, Inc. $105.50, Total For Fund $105.50, **Garrison Conservancy Dist:** Garrison Diversion Cons Dist $20,439.71, Total For Fund $20,439.71, **Airport:** Barnes Co Municipal Airport $70,799.93, Total For Fund $70,799.93, **State Funds:** Nd State Treasurer $26,551.62, Total For Fund $26,551.62, **Older Persons:** South Central Adult Services $39,752.15, Total For Fund $39,752.15, **Ambulance:** Barnes County Ambulance $58,111.39, Total For Fund $58,111.39, **Water Resources:** Aflac $36.59, Centurylink Az $.45, Dacotah Bank Flex Acct $49.78, Fehr, Bret $183.40, Houston Engineering, Inc. $369.25, Nd Water Resource Districts Assn $675.00, Nd Water Users Association $105.00, Ohnstad Twichell, P.C. $1,290.00, Red River Joint Water Resource Dis $98,880.00, Star Enterprises, Inc $15,689.00, Upper Sheyenne River Joint Water $3,011.47, Total For Fund $120,289.94, **Historical Society:** Barnes Co Historical Society $14,906.51, Total For Fund $14,906.51, **Library:** Valley City Public Library $34,664.78, Total For Fund $34,664.78, **Recorders Preservation Fu:** Nelson, Jodie $1,190.00, Pfaff, Jody $1,190.00, Total For Fund $2,380.00, **Cities:** Dazey $2,596.12, Fingal $5,803.35, Kathryn $2,922.11, Leal $19.40, Litchville $2,784.57, Nome $1,054.02, Oriska $981.67, Pillsbury $11.37, Rogers $1,108.92, Sanborn $3,732.83, Sibley $1,522.92, Tower City $1,496.34, Valley City $313,619.83, Wimbledon $9,126.73, Total For Fund $346,780.18, **Townships:** Alta $21,143.46, Anderson $19,606.88, Ashtabula $15,271.80, Baldwin $14,308.22, Binghampton $15,273.92, Brimer $26,529.44, Cuba $17,434.99, Dazey $14,227.60, Eckelson $13,789.89, Edna $16,833.11, Ellsbury $16,907.34, Getchell $24,014.83, Grand $16,951.66, Green $17,857.07, Greenland $20,994.86, Hemen $23,397.34, Hobart $22,638.17, Laketown $20,760.10, Mansfield $13,548.36, Marsh $17,403.63, Meadow $20,186.28, Minnie $20,551.30, Nelson $20,303.75, Noltimier $14,708.78, Norma $18,611.36, Oakhill $11,634.49, Oriska $19,842.93, Pierce $12,890.15, Potter $15,734.82, Raritan $17,194.82, Rogers $21,404.53, Rosebud $14,610.16, Sibley $11,624.31, Skandia $16,590.16, Spring $14,799.93, Springvale $18,338.12, Stewart $19,315.45, Svea $27,849.52, Thordenskjold $19,313.02, Uxbridge $13,649.50, Valley $21,324.99, Weimer $20,891.79, $760,262.83, **Park Districts:** Fingal $141.98, Litchville $112.06, Nome $14.30, Sanborn $169.98, Sibley $46.46, Tower City $326.13, Valley City $112,058.61, Total For Fund $112,869.52, **School Districts:** Barnes County North $381,584.98, Enderlin Area Sd 24 $46,142.52, Griggs County Centra $2,379.54, Hope-Page $72,088.93, Litchville-Marion $272,769.82, Maple Valley $267,087.40, Montpelier $16,290.37, Valley City $707,929.66, $1,766,273.22, **Rural Fire Districts:** Dazey $8,033.80, Edna $1,672.10, Enderlin $241.48, Fingal $2,042.69, Hope $4,236.02, Kathryn $4,294.71, Nome $3,107.25, Page $1,720.50, Sanborn $24,066.36, Tower City $4,093.79, Valley City Rural Fire Protection $12,772.40, Wimbledon $5,407.93, Total For Fund $71,689.03, **Thordenskjold Drain:** Houston Engineering, Inc. $2,315.50, Ohnstad Twichell, P.C. $2,169.26, Stewart Drain Ii $10,949.68, Thordenskjold Drain $17,163.36, Total For Fund $32,597.80, **Upper Maple River Dam Ass:** Maple-Steele Joint Water Resource $1,056.36, Total For Fund $1,056.36, **Capital Projects:** Moody's Investors Service $500.00, Total For Fund $500.00, **Payroll Fund:** Nd Association Of Counties $58,303.34, State Tax Commissioner $2,654.00, Total For Fund $60,957.34, Total Warrants $4,467,572.27

With no further business, Vicky Lovell made a motion, seconded by Pete Paulson, to adjourn the meeting. Motion carried unanimously, and the meeting was adjourned at 10:16 a.m.

Bill Carlblom, Chairman
Barnes County Commission

Julie Mindt
Barnes County Interim Auditor