

The Barnes County Commission met in regular session on Tuesday, December 3, 2024 with Bill Carlbom, Mike Schwehr, Vicky Lovell, Pete Paulson, and Shawn Olauson present. Chairman Bill Carlbom called the meeting to order at 8:00 a.m., roll call was taken, the Pledge of Allegiance was recited, and the agenda was reviewed.

**Reorganization / Portfolio Assignments**

Pete Paulson nominated Bill Carlbom to serve as Chairman; Vicky Lovell seconded the nomination. Pete Paulson moved that nominations cease and that a unanimous ballot be cast for Bill Carlbom for Chairman; Vicky Lovell seconded the motion. Motion carried upon roll-call vote, with all members voting “yes”. Bill Carlbom took control of the meeting as Chairman. Bill Carlbom nominated Shawn Olauson as Vice-Chairman; Pete Paulson seconded the nomination. Pete Paulson moved that nominations cease and that a unanimous ballot be cast; Vicky Lovell seconded the motion. Motion carried upon roll-call vote, with all members voting “yes”.

The Commissioner Portfolio Schedule for 2025 was reviewed, and assignments were made, as follows

<b><u>Department &amp; Boards</u></b>	<b><u>Portfolio Holder</u></b>
Auditor	Mike Schwehr
Building & Grounds	Bill Carlbom
MIS	Mike Schwehr
City-County Health	Mike Schwehr
Clerk of Court	Mike Schwehr
Community Service Board	Bill Carlbom
County Agent/Extension	Bill Carlbom
County Highway Dept & Co Engineer	Bill Carlbom / Vicky Lovell
County Park	Bill Carlbom*/ Pete Paulson / Shawn Olauson
EMA	Pete Paulson / Bill Carlbom
Veterans Services	Pete Paulson / Mike Schwehr
911	Pete Paulson / Bill Carlbom
Recorder	Bill Carlbom
Sheriff/Corrections/Joint Law Enforcement	Mike Schwehr / Bill Carlbom
Social Services	Shawn Olauson
States Attorney/Judicial	Bill Carlbom
Treasurer	Vicky Lovell
Tax Director	Shawn Olauson
Weed Control	Pete Paulson
Personnel Policy Review	Vicky Lovell
Airport Authority	Pete Paulson
City Planning/Zoning	Bill Carlbom
County Planning/Zoning	Bill Carlbom / Mike Schwehr
County Housing Authority	Vicky Lovell
Economic Development/Chamber	Shawn Olauson / Pete Paulson
Museum	Shawn Olauson
National Guard Military Affairs committee	Bill Carlbom *(follows the Chairman)
Public Library	Vicky Lovell
Senior Citizens	Vicky Lovell
South Central Dakota Regional Council	Vicky Lovell
Water Res/Devils Lake/Upper/Shey Advisory	Shawn Olauson
Winter Show	Bill Carlbom

**Corrections**

Jeremy Wolff discussed the PowerDMS Program. PowerDMS is software that helps keep up on policy and saves older policy versions, e-signatures availability, yearly reminders to update CPR and First Aid. One quote has the policy and training, and the other quote has the training portion only. \$21,000 for all three programs for two years; \$12,000 for two programs for two years. The discussion is tabled until January and more information is available.

**Employee Policy Committee**

The Employee Policy Committee presented the 2025 Employee Policy Handbook with Employee Policy Recommendations. Vicky Lovell made a motion to approve the 2025 Employee Policy Handbook with the recommended changes; Shawn Olauson seconded the motion. Motion carried with all members voting “yes”

**Environmental Services**

Shane Kalbrener is requesting a snowblower for the courthouse grounds. One option is a walk behind. Another option is an attachment for the Arctic Cat Side by Side that the Sheriff’s Office currently has. Bill mentioned getting a snowblower attachment for the Bobcat. Shane will investigate this more and report back to the commission.

### **Auditor's Office**

Pete Paulson moved to approve the November 19, 2024, minutes as presented; Shawn Olauson seconded the motion. Motion carried with all members voting "aye".

### **Dispatch**

Sarah Miller presented information on VHF Paging Equipment. The state is moving to the 800 megahertz. The state project will not be completed until approximately 2026. The concern is for the paging and siren aspect of the project. Tower areas in the county have valleys where the signals don't reach the pagers. Our VHF Equipment is outdated, and Motorola no longer provides service or support for it. The equipment is called Quantar. If it needs parts, they have to find them on E-Bay or take them off of old units. If we can't find parts, what do we do. We have to replace or transition to the 800 system which isn't ready. Quotes are to replace the Quantar with the new version called GTR. The quote is \$19,475 for replacing the repeater and \$975.00 for installation. Vicky Lovell made a motion to approve the purchase; Pete Paulson seconded the motion. Motion carried with all members voting yes.

### **Commission Discussion**

Pete Paulson reported that the VSO has hired a part-time driver who will be starting this week. The \$15.00 state grant for rides will be ending this month. North Star Classic is this week. Vicky Lovell reported the library will host "Books are My Jam" fundraiser on December 7<sup>th</sup> and a Radiothon on December 10<sup>th</sup> to raise money for the roof project. Bill Carlblom will be attending an interview for a Highway Operator at the Highway Department. The Troubadours will be in concert at the courthouse on December 16<sup>th</sup>.

### **Board Appointments**

Board appointments were reviewed. With no applications apart from the Park Board, Bill Carlblom made a motion to appoint all the members whose appointments are up that are willing to continue serve on the boards be appointed to the boards; Pete Paulson seconded the motion. Motion carried with all members voting yes. The following boards appointment are as follows: Airport Authority – Casey Burchill; Housing Authority – Julie Moritz; Park Board, New Member – Chris Botz; Planning & Zoning – Scott Legge (Dist. 5); Buffalo Bridges Zone Board – Shawn Olauson; Water Resource – Bruce Anderson (Dist. 4); Weed Control – Robert Wieland.

### **Bills Approved for November 2024**

General Fund: Advanced Business Methods Inc \$537.50, Aflac \$2,697.77, Aflac Group Insurance \$48.45, Allard Trophy Co \$296.50, Amazon Capital Services \$1,511.62, Anderson, Wesley \$287.50, Andrew S Marquart \$198.00, Apco International Inc \$1,012.00, Axon Enterprise Inc \$990.00, Bacon, Heidi \$298.75, Balco Uniform Co. Inc \$157.06, Barnes County Auditor \$835.07, Barnes County 4-H Fund \$25.00, Barnes Rural Water \$2,188.89, Barrette, Russel \$1,300.25, Bek Communications Cooperative \$1,090.41, Bermtson, Anna \$217.75, Bitz Tire & Service, Inc. \$342.50, Bowen Jr/Charles \$298.75, Branam, Tabatha \$135.00, Buhr, James \$280.00, Butler Machinery Co. \$3,463.00, Carlblom, William \$333.41, Cass County Electric \$947.80, Catt Designs \$200.00, Charm-Tex Inc \$507.66, City County Health District \$11,043.63, City Of Valley City \$130.00, Code 4 Services Inc \$3,234.24, Cole Papers Inc. \$856.32, Colonial Life Insurance \$126.47, Counties Providing Technology \$5,480.00, Dacotah Bank Flex Acct \$1,666.00, Dacotah Bank Sd \$22,395.82, Dickey Rural Telephone Coop. \$325.65, Duffy, Tonya \$345.20, Edin, Bradley \$65.90, Election Systems & Software \$7,520.58, Ertelt, John \$298.75, Ertelt, Serena \$298.75, Everbridge Inc \$6,952.50, Everspring Inn And Suites \$594.00, Fat Man Trash Llc \$934.50, Ferrel, Margaret \$280.00, Ferrel, Michael \$280.00, Fmj Electric Llc \$1,400.00, Frontline Public Safety Solutions \$3,793.13, Gabel, Rory \$60.54, Galls Incorporated \$184.99, Handy Hardware & Rental \$727.95, Hansen, Stacie \$367.16, High Plains Water Treatment, Inc. \$49.00, Information Technology Department \$6,183.69, Internal Revenue Service-Odgen \$1,865.52, James-Valley Reg. Lodge #4 \$162.68, Koepplin, Bobby \$4,000.00, Kohler, Debbie \$298.75, Law Office Of Daniel H Oster \$345.47, Leever's Foods \$22.86, Leier, Mary Ann \$276.25, Litchville Bulletin \$835.56, Lovell, Victoria \$162.56, Magnuson, Debbie \$192.96, Marco \$2,795.32, Marco Inc - St Louis \$646.32, Mckesson Medical-Surgical Mn Suppl \$220.97, Mercy Hospital - Chicago \$2,748.50, Midwest Pest Control \$119.00, Mindt, Julie \$178.69, Mmt Irrigation \$170.00, Montana-Dakota Utilities \$2,094.47, National Sheriffs Association \$250.00, Nd Association Of Counties \$2,315.00, Nd Attorney General \$2,920.00, Nd Dept Of Human Services \$344.97, Nd State Radio Communications \$360.00, Neuberger, Holly \$276.25, Nielsen, Charlene \$276.25, O'reilly Auto Parts \$38.59, Olauson, Shawn \$332.74, Olsen, Christopher Z \$1,622.02, On Demand Graphics & Signs \$1,148.00, Otis Elevator Company \$1,405.00, Paulson, Pete \$208.54, Pauly Jail Building Company, Inc \$2,495.00, Petro Serve Usa \$8,794.45, Pharmchem Inc \$447.30, Puklich Chevrolet Buick Gmc \$254.60, Quadient Finance Usa Inc \$3,020.00, Quality Alignment & Brake Center \$701.52, Quality Inn (Nd400) \$192.60, Radisson Hotel-Bismarck \$611.50, Record Keepers, Llc \$70.00, Rj's Plumbing & Heating \$21.81, Sanford Health Sd \$2,551.00, Schroeder, Darla \$318.06, Schwehr, Cindy L \$488.57, Selchert, Barbara \$67.59, Smith Lumber Company \$83.94, Star Enterprises, Inc \$15,758.00, Stoudt Miller Inc \$145.23, Strom, Lori \$336.00, Stromme, Joanne \$405.22, Stutsman County Correctional Cente \$2,534.45, Summit Companies \$669.00, Superior Vision Services Inc \$638.10, Tarrant County Constable Precinct \$75.00, Thomsen, Ina Ann \$276.25, Thomson Reuters -West \$379.05, Trane Us, Inc \$1,307.43, Valley Barber Service \$294.00, Valley City Public Works \$8,738.78, Valley City Times-Record \$1,862.13, Valley Officeworks \$1,309.10, Valley Plains Equipment \$44,750.00, Verizon Wireless \$1,335.87, Vertiv Corporation \$6,394.00, Wagon Wheel Inn Ltd \$1,990.00, Wobbema, Jeanne \$276.25, Wolff, Jeremy \$150.00, Zachrisson, Tanya \$45.00, 3d Specialties, Inc. \$26,435.88, Total For Fund \$260,651.33, City County Health: City County Health District \$8,112.75, Total For Fund \$8,112.75, Veterans Service Office: Advanced Business Methods Inc \$257.14, Aflac \$149.59, Baymont Inn &

Suites \$594.00, Bek Communications Cooperative \$36.48, Dacotah Bank Flex Acct \$50.00, Jacobson, Tammy J. \$341.96, Leaf \$190.00, Nelson, Bob \$46.90, Petro Serve Usa \$366.93, Record Keepers, Llc \$15.76, Stoudt Miller Inc \$65.69, Superior Vision Services Inc \$17.10, Thebo, Rebecca \$341.96, Verizon Wireless \$112.92, Wells Fargo Bank Nc \$676.42, Total For Fund \$3,262.85, County Road And Bridge: Aflac \$583.90, Aflac Group Insurance \$52.30, Arrowwood Prairie Co-Op \$44.34, Berts Truck Equipment \$190.57, Bitz Tire & Service, Inc. \$85.00, Bog Enterprises \$2,481.54, Butler Machinery Co. \$1,268.00, Carl Trader \$206.00, Chs Dakota Plains Ag \$28,436.28, Colonial Life Insurance \$59.04, Dacotah Bank Flex Acct \$586.00, Dacotah Bank Sd \$672.96, General Equipment & Supplies \$543.40, Grotberg Electric, Inc. \$207.15, Handy Hardware & Rental \$417.98, Klj Engineering Llc \$10,686.43, Kotaco \$1,023.68, Larry's Auto Glass Inc \$200.00, Legge's Portable Milling \$187.20, Montana-Dakota Utilities \$84.50, Nd Association Of Counties \$360.00, Ottertail Power Company - Jamestown \$126.00, Petro Serve Usa \$384.19, Powerplan Oib \$27,298.07, R & H Maintenance & Lawn Care \$640.00, Radisson Hotel-Bismarck \$307.50, Schaefer Vermeer Equipment Llp \$1,399.69, Smith, Jamie L. \$50.00, State Disbursement Unit - North Da \$673.00, Superior Vision Services Inc \$74.90, Swanston Equipment Co. \$144.46, Tangen, Tim N \$28.00, Team Laboratory Chemical Llc \$358.00, The Window Man \$203.00, Tom Gilbertson & Sons \$52,034.50, Truenorth Steel \$10,113.00, Valley Auto Parts \$1,044.63, Verizon Wireless \$99.42, Total For Fund \$143,354.63, Weed Control: Aflac \$149.93, Agterra Technologies Inc \$70.00, Barnes Co Highway Dept \$877.39, Handy Hardware & Rental \$338.66, Nd Dept Of Transportation \$20.00, Pollert Mark \$2,000.00, Superior Vision Services Inc \$11.50, Valley City Public Works \$117.77, Verizon Wireless \$200.05, Windish, Jamen \$50.00, Total For Fund \$3,835.30, County Agent: Aflac \$33.50, Amazon Capital Services \$65.94, Dacotah Bank Sd \$102.00, Harstad, Alicia \$59.65, Leever's Foods \$25.73, Milender, Sue \$1,300.10, Ndaaea \$75.00, Ndeafcs \$125.00, Ndsu Extension Service \$18,751.00, Superior Vision Services Inc \$11.50, Tichy, Amy J \$149.67, Valley City Area Chamber Of Commer \$270.00, Valley Officeworks \$115.97, Total For Fund \$21,085.06, Farm To Market 15 Mill: Chs Dakota Plains Ag \$1,017.67, Lesmeister Gravel Inc \$96,695.42, Nd Dept Of Transportation \$6,026.35, Ottertail Power Company - Jamestown \$60.85, Total For Fund \$103,800.29, Community Service: Verizon Wireless \$84.08, Total For Fund \$84.08, Grants And Projects: Decoteau, Shenoa \$360.00, Hazangwi, Kelvin \$1,020.00, Keller, Constance \$400.00, Koch, Brenda \$540.81, Leever's Foods \$23.05, Lorinser, Kristi \$920.00, Lorinser, Macy Lynn \$680.00, Lyons, Cori \$50.00, Perlman, Corey \$1,500.00, Swenson, Allison \$1,318.62, Zent, Julie \$1,500.95, Zent, Tianna \$340.00, Total For Fund \$8,653.43, Township Tap Funding Proj: Klj Engineering Llc \$8,467.83, Total For Fund \$8,467.83, Soil Conservation: Barnes Co Soil Conserv. Dist. \$3,434.08, Total For Fund \$3,434.08, Flood Emergency 2011: Meadow Lake Township \$37,160.47, Total For Fund \$37,160.47, Garrison Conservancy Dist: Garrison Diversion Cons Dist \$2,603.70, Total For Fund \$2,603.70, Airport: Barnes Co Municipal Airport \$7,225.91, Total For Fund \$7,225.91, State Funds: Nd State Treasurer \$2,171.40, Total For Fund \$2,171.40, Older Persons: South Central Adult Services \$4,051.19, Total For Fund \$4,051.19, Ambulance: Barnes County Ambulance \$5,959.54, Total For Fund \$5,959.54, Water Resources: Aflac \$36.75, Barnes County Auditor \$23.00, Dacotah Bank Flex Acct \$50.00, Houston Engineering, Inc. \$6,630.25, Minnesota Valley Testing Laborator \$1,671.60, Nd Water Users Association \$1,550.00, Ohnstad Twichell, P.C. \$1,462.66, Superior Vision Services Inc \$11.50, Valley City Times-Record \$52.56, Total For Fund \$11,488.32, Historical Society: Barnes Co Historical Society \$1,519.24, Total For Fund \$1,519.24, Library: Valley City Public Library \$2,740.47, Total For Fund \$2,740.47, Records Preservation Fu: Nelson, Jodie \$1,960.00, Pfaff, Jody \$2,727.85, Total For Fund \$4,687.85, Cities: Dazey \$753.79, Fingal \$4,505.97, Kathryn \$45.51, Leal \$498.94, Litchville \$1,403.84, Rogers \$14,703.38, Sanborn \$1,230.06, Sibley \$402.60, Valley City \$90,946.68, Wimbledon \$1,112.52, Total For Fund \$115,603.29, Townships: Alta \$2,829.40, Anderson \$2,246.64, Ashtabula \$2,134.59, Baldwin \$1,222.43, Binghampton \$1,818.19, Brimer \$1,679.54, Cuba \$1,649.82, Dazey \$1,324.73, Eckelson \$1,168.75, Edna \$1,545.15, Ellsbury \$1,560.16, Getchell \$1,396.64, Grand \$1,627.08, Green \$2,398.92, Greenland \$2,001.53, Hemen \$1,598.55, Hobart \$14,222.42, Laketown \$1,370.21, Mansfield \$971.65, Marsh \$2,834.23, Meadow \$1,255.78, Minnie \$1,561.98, Nelson \$3,110.98, Noltimier \$1,757.07, Norma \$1,977.45, Oakhill \$1,289.52, Oriska \$1,759.15, Pierce \$1,478.54, Potter \$2,018.52, Raritan \$1,972.56, Rogers \$1,492.20, Rosebud \$1,773.37, Sibley \$1,730.75, Skandia \$1,596.65, Spring \$1,738.32, Springvale \$1,957.67, Stewart \$2,326.48, Svea \$1,568.69, Thordenskjold \$2,412.84, Uxbridge \$1,742.77, Valley \$3,694.14, Weimer \$1,572.22, \$89,388.28, Park Districts: Fingal \$173.29, Litchville \$66.97, Sanborn \$63.80, Sibley \$12.71, Valley City \$29,117.53, Total For Fund \$29,434.30, School Districts: Barnes County North \$41,162.24, Enderlin Area Sd 24 \$3,400.53, Hope-Page \$111.63, Litchville-Marion \$4,884.80, Maple Valley \$7,999.90, Valley City \$126,870.17, \$184,429.27, Rural Fire Districts: Dazey \$480.77, Edna \$115.30, Enderlin \$7.54, Fingal \$223.53, Hope \$118.32, Kathryn \$346.45, Nome \$207.11, Page \$35.97, Sanborn \$1,092.72, Tower City \$153.53, Valley City Rural Fire Protection \$1,485.31, Wimbledon \$412.94, Total For Fund \$4,679.49, Thordenskjold Drain: Houston Engineering, Inc. \$56.00, Stewart Drain Li \$30.67, Thordenskjold Drain \$501.18, Total For Fund \$587.85, Capital Projects: Moody's Investors Service \$500.00, Total For Fund \$500.00, Covid St & Local Fiscal R: Klj Engineering Llc \$1,240.22, Total For Fund \$1,240.22, Payroll Fund: Dacotah Bank Sd \$2,544.03, State Tax Commissioner \$2,406.00, Total For Fund \$4,950.03, Total Warrants \$1,075,162.45

With no further business, Shawn Olason made a motion, seconded by Vicky Lovell, to adjourn the meeting. Motion carried unanimously, and the meeting was adjourned at 9:20 a.m.

Bill Carblom, Chairman  
Barnes County Commission

Julie Mindt  
Barnes County Auditor