

The Barnes County Commission met in regular session on Tuesday, October 6, 2015 with Mike Metcalf, Bill Carlblom, Cindy Schwehr, John Froelich, and Rodger Berntson present. Chairman Schwehr called the meeting to order at 8:00 a.m., the Pledge of Allegiance was recited, and the Agenda was reviewed.

Auditor – Minutes

John Froelich moved to approve the September 15, 2015 and September 21, 2015 Special Budget Hearing minutes; Bill Carlblom seconded the motion. Motion carried.

EMA / Dispatch – Introduction of Assistant

Sue Lloyd introduced herself as the new Assistant Emergency Manager / Dispatch Coordinator. Expectations were discussed with Ms. Lloyd and Kim Franklin.

Veterans Services – Part-time Help Request

A request for 40 hours of part-time help was made on behalf of the Veterans Services Office. John Froelich moved to approve the request, contingent upon it not causing a problem with the employee's non-benefitted status; Bill Carlblom seconded the motion. Motion carried upon roll-call vote, with all members voting "yes".

Desks & Chairs

Bill Carlblom made a motion to purchase up to 12 desks and 15 chairs for various departments at a total cost of approximately \$30,000; Mike Metcalf seconded the motion. Motion carried upon roll-call vote, with

Director of Tax Equalization – Ag Valuations

Betty Koslofsky, Director of Tax Equalization, discussed the proceedings of the State Board of Equalization with the Commission.

EM / Dispatch Coordinator Position Description

Bill Carlblom moved to approve the proposed job description for Emergency Manager / Dispatch Coordinator; Mike Metcalf seconded the motion. Motion carried upon roll-call vote, with all members voting "yes". The position advertisement will be updated to reflect the pay range of \$20.09 to \$25.58 per hour, depending upon experience. John Froelich asked that we advertise now for two experienced dispatchers at a rate of \$15.56 to \$20.64 per hour, depending upon experience, in order to expedite the hiring process. The Auditor's Office will begin advertising.

Construction & Maintenance Agreements

Rodger Berntson moved to approve the Construction and Maintenance Agreements for the 2016 highway projects and for the 2016 County Park road projects; Bill Carlblom seconded the motion. Motion carried upon roll-call vote, with all members voting "yes".

Facilities Use Policy

The following Facilities Use Policy was presented: "Barnes County government resources may only be used for county-authorized activities. County supplies, services, work hours, and utilities may not be used for personal private gain or as part of a profit-making venture. Use of County meeting rooms outside of regular business hours is limited to County entities (including 4-H). The person reserving the room is responsible for the room; for example, locking up if appropriate, returning room set-up to original state, and turning lights off. The doors cannot be left unlocked and unattended, and the responsible party has to make sure that the visitors only go to the area that they are using". Mike Metcalf moved to approve the Facilities Use Policy, as presented; John Froelich seconded the motion. Motion carried upon roll-call vote, with all members voting "yes".

MIS – Server Replacement

Jason Thiel, MIS Director, informed the Commission that the server, which was budgeted for replacement in 2015, is fine to put off until next year, if necessary; the Commission agreed to postpone purchase of the server until 2016.

Employee Policy

The updated Employee Policy Manual was presented for approval. No action was taken on the employee policy, pending further review.

Appraisal for Annual Tax Deed Property Sale

The Commissioners reviewed the list of properties and set sale prices for each property to be sold at the Annual Tax Deed Sale on Tuesday, November 17, 2015 at 8:00 a.m.

2016 Budget Finalization

Bill Carlblom moved to approve the 2016 budget, as presented; John Froelich seconded the motion. Motion carried upon roll-call vote, with all members voting "yes".

Commission Discussion

Use of County Vehicles was discussed, as it pertains to insurance coverage; this will be researched further.

Bills Approved for September 2015

General Fund: Ace Hardware \$286.35, Aflac \$907.26, Aflac Group Insurance \$48.45, Ameritas Life Insurance Corp \$1,538.30, Asap Electric \$150.00, Bakkegard & Schell \$146.70, Barnes Co Highway Dept \$2,347.93, Berg, Richard O \$325.04, Berger Auto & Diesel Repair \$111.84, Bitz Tire & Service, Inc. \$430.08, Bridges Car Wash \$96.00, Cable Services \$56.80, Cardmember Service \$1,574.94, Carlblom, William \$18.40, Casey's General Store Inc \$9.00, Cass County Electric \$104.57, Centurylink Az \$118.22, Centurylink Wa \$265.53, Cole Papers Inc. \$288.86, Colonial Life Insurance \$464.55, Columbus Bank And Trust \$754.99, Companion Life \$232.46, Computer Information Systems Inc \$6,333.33, Cuypers, Sheila \$210.00, Dacotah Bank \$572.92, Dacotah Paper Co. \$166.35, Dakota Plains Cooperative \$73.81, Duffy, Karen \$106.95, Entry Team Tactical \$125.00, Esch, Mike \$45.00, Fidelity Security Life Ins Co \$128.72, Froelich, John J \$72.45, G&K Services \$231.60, Hagen, Sean \$25.00, Handy Hardware & Rental \$72.92, Hannig, Wade \$25.00, Hi-Line Investments \$320.00, Hildebrant, Darla \$25.00, Hovland, Denae L \$75.00, Information Technology Department \$84.00, Jack's Uniforms & Equipment \$275.74, James-Valley Reg. Lodge #4 \$66.00, Kadrmass, Lee & Jackson, Inc.-Bismarck \$475.05, Kari's Cleaning \$63.70, Lexipol Llc \$2,970.00, Liberty Business Systems, Inc \$152.84, Maasjo, Gladys \$2,448.74, Marco Inc - Dallas \$699.97, Mark T Blumer Law Office \$3,838.70, Miller Motors Inc \$74.22, Montana-Dakota Utilities \$225.52, Myhre Law Office Pc \$574.38, National Seminar Training \$199.00, Nationwide Retirement Solutions \$719.74, Nd Association Of Counties \$25.00, Nd-Pers \$15,706.21, Ndaao \$60.00, Ndpers \$27,661.90, Ndpers-Deferred Comp A02 \$1,435.00, O'reilly Auto Parts \$230.71, Petro Serve Usa \$29.00, Primerica Shareholder Services \$100.00, Record Keepers, Llc \$64.00, Rj's Plumbing & Heating \$125.36, Sanford Health Occupation Medicine B \$150.00, Schwehr, Cindy L \$3.45, Servicemaster Of Valley City \$1,654.00, Sorensen Construction \$3,649.90, State Tax Commissioner \$38.05, Stoudt-Ross Ford, Inc. \$90.58, Streicher's \$15.99, Swenson, David W \$25.00, Tecta America Corp \$7,276.00, Us Bank Equipment Finance \$147.76, Valley Auto Parts \$269.81, Valley City Public Works \$1,951.41, Valley City Times-Record \$832.32, Valley Officeworks \$931.11, Verizon Wireless \$885.95, Wagon Wheel Inn Ltd \$1,440.00, Wells Fargo Bank \$468.44, Workforce Safety & Insurance \$250.00; City County Health: Aed Everywhere \$295.00, Aflac \$831.62, Aflac Group Insurance \$117.05, Ameritas Life Insurance Corp \$333.20, Anderson, Julia \$110.05, Best Western Ramkota Hotel \$74.70, Central Business Systems \$202.80, Centurylink Az \$22.77, City County Health District \$477.50, Columbus Bank And Trust \$383.33, Comfort Inn - Bismarck \$296.00, Control Solutions, Inc \$147.00, Dakota Plains Cooperative \$100.91, Dash Medical Gloves, Inc. \$40.90, Decisionhealth \$221.95, Dex Media East Llc \$28.50, Edward Jones - (Kevin) \$100.00, Fidelity Security Life Ins Co \$64.78, First Community Credit Union - Vc \$5,979.49, Halgrimson, Julie \$25.00, Handy Hardware & Rental \$465.97, Harland Technology Services \$561.00, Henry Schein Inc \$215.17, Langland, Tamara \$169.63, Leever's Foods \$25.54, Martin, Angie \$231.84, Mercy Hospital - Valley City \$532.45, Montana-Dakota Utilities \$78.73, Moore Medical, Llc \$1,844.24, Nd-Pers \$7,005.27, Ndpers \$9,073.89, Ndpers-Deferred Comp 992 \$2,510.00, Rosenau, Vicki \$69.00, Ryan, Eileen \$86.83, Sanofi Pasteur, Inc. \$2,380.91, Sansio \$600.00, Servicemaster Of Valley City \$1,075.00, State Fire And Tornado Fund \$855.88, Thompson, Laurel \$121.87, Thomsen, Paula \$240.29, Upper Missouri District Health Unit \$3,559.00, Valley City Public Works \$1,247.61, Valley City Times-Record \$494.40, Valley Officeworks \$101.24, Viland, Beth \$379.97, Will, Theresa \$339.43, Woodside Industries, Inc \$1,238.00; Veterans Service Office: Barnes Co Highway Dept \$259.25, Kelly Inn - Fargo \$298.80, Miller Motors Inc \$80, Nd-Pers \$509.18, Verizon Wireless \$125.45; Social Services: Aflac \$1,282.15, Aflac Group Insurance \$86.15, Alberty-Schaffer, Heather \$153.09, Ameritas Life Insurance Corp \$702.80, Barnes Co Social Services \$50.00, Baymont Inn & Suites \$74.70, Bitz Tire & Service, Inc. \$116.87, Brothers Lii \$373.93, Cardmember Service \$355.07, Centurylink Az \$74.29, City County Health District \$60.00, Colonial Life Insurance \$94.49, Columbus Bank And Trust \$1,372.67, Comfort Inn - Bismarck \$296.00, Companion Life \$222.46, Family Support Payment Center \$500.00, Fidelity Security Life Ins Co \$35.44, Fritchie, Diane \$60.95, Holiday Inn - Fargo \$379.69, Huss, Candice J \$174.48, Liberty Business Systems, Inc \$7,195.00, Morse, Stephanie \$210.45, Nd Dept Of Human Services \$16,027.92, Nd Eligibility Workers Assn \$270.00, Nd-Pers \$11,579.47, Ndpers \$20,226.02, Ndpers-Deferred Comp A02 \$1,903.38, North Dakota United \$115.19, Puklich Chevrolet Buick Gmc \$38.59, Radisson Hotel-Bismarck \$597.60, Record Keepers, Llc \$24.50, Sanford Health Occupation Medicine B \$43.00, Schmidt & Associates, Inc. \$320.00, Shopko Stores Operating Co Llc \$42.92, Summit Properties Llc \$150.29, Swenson, Allison \$258.23, Valley City Public Works \$451.33, Verizon Wireless \$1,253.58, Youthworks \$1,908.05; County Road And Bridge: Aflac \$814.06, Aflac Group Insurance \$132.70, Ameritas Life Insurance Corp \$362.40, Bayshore City Side \$20.99, Bitz Tire & Service, Inc. \$162.14, Butler Machinery Co. \$25.63, Carquest Auto Parts Store-Atlanta \$163.45, Centurylink Az \$4.69, Centurylink Wa \$45.71, Colonial Life Insurance \$140.14, Columbus Bank And Trust \$630.00, Dakota Plains Cooperative \$2,382.53, Dickey Rural Telephone Coop. \$79.10, Fei Inc \$71.18, Fidelity Security Life Ins Co \$14.25, Inland Truck Parts & Service \$930.32, Inter-Community Telephone \$75.09, Kari's Cleaning \$263.90, Kathleen A. Laughlin \$227.00, Knife River Materials \$70,467.91, Leever's Foods \$34.88, Menards \$109.98, Miller Motors Inc \$20.28, Nd-Pers \$9,377.56, Ndpers \$16,834.86, Ndpers-Deferred Comp A02 \$1,714.00, Nova Fire Protection, Llc \$165.00, O'reilly Auto Parts \$156.49, Ottertail Power Company - Jamestown \$59.89, Quality Alignment & Brake Center \$669.11, Sanford Health Occupation Medicine B \$43.00, Smith Farm & Home \$6.95, Stoudt-Ross Ford, Inc. \$165.60, The Window Man \$85.00, Truenorth Steel \$28,704.19, Valley Auto Parts \$1,377.99, Valley City Public Works \$672.72, Valley Officeworks \$218.36, Valley Plains Equipment \$643.16, Valley Radiator & Recycling \$1,250.00, Verizon Wireless \$315.36, Vining Oil Company \$15,515.58, Wallwork Truck Center \$403.78, Wells Fargo Financial Leasing \$182.75, Willey, Myron \$50.00, Zep Sales & Service \$377.36; County Park: Aflac \$60.19, Anderson, Bev J \$78.83, Cardmember Service \$85.00, Cass County Electric \$722.10, Central Avenue Pharmacy \$6.39, Dacotah Paper Co. \$39.62, Dakota Fence Company \$3,255.00, Dakota Plains Cooperative \$718.61, Dickey Rural Telephone Coop. \$59.23, Fraedrich Transport Llc \$174.00, Grothberg Electric, Inc. \$70.73, Handy Hardware & Rental \$402.01, Hoffarth, Christopher \$413.08, Koepplin, Bobby \$135.50, Leever's Foods \$10.93, Legge's Portable Milling \$700.00, Nd-Pers \$439.75, S&S Auto Electric \$280.20, Smith Farm & Home \$12.75, Srv Chapter Ncta \$211.68, State Fire And Tornado Fund \$88.89, Stoudt-Ross Ford, Inc. \$643.09, Valley Lumber Company \$97.92, Workforce Safety & Insurance \$23.90; Weed Control: Aflac \$54.00, Barnes Co Highway Dept \$2,669.77, Bitz Tire & Service, Inc. \$11.50, Carquest Auto Parts Store-Atlanta \$74.82, Dakota Cat, Inc. \$112.89, Dakota Plains Cooperative \$266.98, Dakota Rose Floral \$53.00, Handy Hardware & Rental \$51.98, Kari's Cleaning \$63.70, Kitchen With An Attitude \$227.08, Leever's Foods \$50.24, Mcallister, Bev \$136.37, Mcallister, James \$120.74, Mundal, Don \$300.00, Nd-Pers \$571.73, Ndpers \$1,404.84, Ndpers-Deferred Comp A02 \$150.00, S&S Auto Electric \$24.98, Stoudt-Ross Ford, Inc. \$232.25, Valley City Public Works

\$46.58, Valley Meat Supply \$177.00, Verizon Wireless \$120.03, Warne Chemical & Equipment \$27.22; Oasis & Social Security: Aflac \$65.00, Ameritas Life Insurance Corp \$160.90, Anderson, Brock \$101.38, Cardmember Service \$1,305.31, Centurylink Az \$.90, Columbus Bank And Trust \$300.00, Computer Professionals Unlimited \$1,882.31, Fidelity Security Life Ins Co \$21.19, Handy Hardware & Rental \$24.98, Information Technology Department \$516.60, Marco Inc - St Louis \$144.26, Nd-Pers \$1,379.80, Ndpers \$2,277.06, Ndpers-Deferred Comp A02 \$275.00, Thiel, Jason \$222.48, Valley Officeworks \$37.37, Vault1440 Llc \$2,625.00; County Agent: Central Business Systems \$495.60, Centurylink Az \$18.99, Grueneich, Randy \$1,382.89, Milender, Sue \$142.25, Nd-Pers \$468.44, Ndpers \$581.48, Ndpers-Deferred Comp A02 \$70.00, Ndsu Dept 3110 \$264.00, Ndsu Extension-Se District Office \$20.00, Quill \$215.43, Tichy, Amy J \$44.97, Valley Officeworks \$317.72, Young People's Healthy Heart Program \$125.00; Farm To Market 15 Mill: Flint Hills Resources,Lp \$16,523.95, Nd Dept Of Transportation \$175.93, Ottertail Power Company - Jamestown \$69.58, Star Enterprises, Inc \$7,219.32; Game & Fish: Nd Game & Fish Dept \$28,479.00; Cnty Correctional Center: A.R. Audit Services, Inc. \$400.00, Ace Hardware \$28.94, Aflac \$257.78, Ameritas Life Insurance Corp \$160.90, Bakkegard & Schell \$170.00, Bob Barker Company \$740.55, Cass Clay Creamery, Inc. \$636.40, Centurylink Az \$19.88, Charm-Tex Inc \$319.59, Colonial Life Insurance \$163.52, Columbus Bank And Trust \$30.00, Companion Life \$106.59, Computer Information Systems Inc \$6,333.34, Dakota Industrial Supply \$239.00, Fidelity Security Life Ins Co \$30.55, Food Services Of America/Fargo \$4,508.99, Great Plains Plumbing \$460.95, Handy Hardware & Rental \$134.20, Heise Maintenance Service \$155.00, High Plains Water Treatment, Inc. \$74.00, James-Valley Reg. Lodge #4 \$47.84, Law Office Of Daniel H Oster \$174.46, Liberty Business Systems, Inc \$72.37, Montana-Dakota Utilities \$75.18, Moore Medical, Llc \$116.55, Nd-Pers \$3,782.47, Ndpers \$6,540.44, Ndpers-Deferred Comp A02 \$25.00, Pharmchem Inc \$125.00, Pioneer Products Inc \$352.79, Public Safety Center Inc Ca \$279.80, Shopko Stores Operating Co Llc \$95.15, State Disbursement Unit - North Dakot \$1,078.00, State Fire And Tornado Fund \$711.02, Us Bank Equipment Finance \$147.76, Valley City Public Works \$728.55, Valley Officeworks \$41.58, Verizon Wireless \$56.42; Insurance Reserve Fund: State Fire And Tornado Fund \$5,344.01; Community Service: C'mon Inn Of Fargo \$74.70, Information Technology Department \$5.00, Nd-Pers \$572.25, Ndpers-Deferred Comp A02 \$25.00, Swenson, David W \$83.05, Verizon Wireless \$91.26; Grants And Projects: Abused Persons Outreach Center \$1,711.17, Centurylink Az \$5.14, Ean Services Llc \$212.72, Fritch, Kathleen \$40.00, Kruger, Elizabeth White \$110.00, Leever's Foods \$31.05; Truck Regulatory (Scrctrb: Ameritas Life Insurance Corp \$80.30, James-Valley Reg. Lodge #4 \$25.84, Nd-Pers \$576.31, Ndpers \$1,404.84, Ndpers-Deduction \$257.00, Verizon Wireless \$80.78; Corrections Commissary Fu: Pizza Corner \$280.00, Reliance Telephone Systems, Inc. \$5,000.00; Special Reserves: Runge, Jason \$125.00, Ultramax Ammunition \$250.00; Soil Conservation: Barnes Co Soil Conserv. Dist. \$1,315.95; Stewart Drain: Moore Engineering, Inc \$5,503.95, Ohnstad Twichell, P.C. \$208.22; Garrison Conservancy Dist: Garrison Diversion Cons Dist \$1,677.40; Airport: Barnes Co Municipal Airport \$505.84; 911 Emergency Fund: Aflac \$259.09, Centurylink Az \$5.20, Centurylink Wa \$945.00, Comfort Inn - Bismarck \$148.00, Companion Life \$218.75, Computer Information Systems Inc \$6,333.33, Dakota Central Telecommunications \$39.00, Dickey Rural Telephone Coop. \$243.00, Inter-Community Telephone \$150.00, Nd Association Of Counties \$3,301.43, Nd State Radio Communications \$720.00, Nd-Pers \$2,919.17, Ndpers \$3,730.76, Ndpers-Deferred Comp A02 \$100.00, United Accounts, Inc. - Fargo \$619.21; State Funds: Nd State Treasurer \$120.75; Winter Show: Nd Winter Show \$309.77; Older Persons: South Central Adult Services \$259.39; Ambulance: Barnes County Ambulance \$129.63; Water Resources: Barnes County \$43.88, Fehr, Bret \$66.70, Jorissen, Dale \$81.08, Kari's Cleaning \$63.70, Moore Engineering, Inc \$3,653.90, Nd-Pers \$234.22, Ndpers \$702.42, Ohnstad Twichell, P.C. \$68.00; Historical Society: Barnes Co Historical Society \$97.34; Library: Valley City Public Library \$298.58; Records Preservation Fu: R A C O Industries \$305.47, Underground Vaults & Storage, Inc. \$424.00; Cities: Fingal \$232.23, Kathryn \$4.91, Litchville \$329.60, Rogers \$6.22, Valley City \$2,636.52, Wimbledon \$47.34; Townships: Alta \$2,701.11, Anderson \$2,057.11, Ashtabula \$1,772.69, Baldwin \$1,720.01, Binghampton \$2,505.77, Brimer \$2,168.93, Cuba \$2,564.45, Dazey \$1,742.93, Eckelson \$1,749.62, Edna \$2,364.33, Ellsbury \$2,104.98, Getchell \$2,612.35, Grand \$2,266.19, Green \$2,682.96, Greenland \$1,810.86, Hemen \$2,051.00, Hobart \$2,467.14, Laketown \$1,853.98, Mansfield \$1,549.65, Marsh \$2,664.10, Meadow \$2,063.26, Minnie \$2,297.79, Nelson \$2,404.03, Noltimier \$2,562.83, Norma \$2,738.09, Oakhill \$1,757.91, Oriska \$2,106.08, Pierce \$2,053.63, Potter \$1,755.52, Raritan \$2,460.48, Rogers \$1,846.41, Rosebud \$2,390.76, Sibley \$1,801.95, Skandia \$2,254.28, Spring \$2,321.05, Springvale \$2,301.09, Stewart \$2,151.52, Svea \$2,189.75, Thordenskjold \$2,288.71, Uxbridge \$2,653.38, Valley \$5,403.40, Weimer \$1,867.66; Park Districts: Fingal \$1.10, Kathryn \$.46, Litchville \$43.02, Valley City \$378.51; School Districts: Barnes County North \$2,274.84, Litchville-Marion \$822.83, Maple Valley \$452.46, Valley City \$8,653.02; Rural Fire Districts: Dazey \$420.19, Edna \$142.31, Enderlin \$20.20, Fingal \$258.14, Hope \$298.40, Kathryn \$55.37, Nome \$163.08, Page \$96.33, Sanborn \$1,173.54, Tower City \$152.74, Wimbledon \$462.52; Unclaimed Checks Fund: Barnes County Treasurer \$210.00, State Land Department \$227.62; Water Resource Specials: Moore Engineering, Inc \$7,092.70, Ohnstad Twichell, P.C. \$102.00; Interest Fund: Barnes Co Treasurer \$3,350.86

With no further business, Bill Carlblom made a motion, seconded by Mike Metcalf, to adjourn the meeting. Motion carried unanimously and the meeting was adjourned.

Cindy Schwehr, Chairman
Barnes County Commission

Beth M Didier
Barnes County Auditor