

Barnes County Commission  
December 2, 2025  
Valley City, ND 58072

The Barnes County Commission met in regular session on Tuesday, December 2, 2025 with Bill Carlblom, Mike Schwehr, Vicky Lovell, Pete Paulson, and Shawn Olauson. Chairman Bill Carlblom 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**

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

The Commissioner Portfolio Schedule for 2026 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 Carlblom
MIS	Mike Schwehr
City-County Health	Mike Schwehr
Clerk of Court	Mike Schwehr
Community Service Board	Bill Carlblom
County Agent/Extension	Bill Carlblom
County Highway & Co Engineer	Bill Carlblom / Vicky Lovell
County Park	Bill Carlblom* / Pete Paulson / Shawn Olauson
EMA	Pete Paulson / Bill Carlblom
Veterans Services	Pete Paulson / Mike Schwehr
911	Pete Paulson / Bill Carlblom
Recorder	Bill Carlblom
Sheriff / Corrections / Joint Law Enforcement	Mike Schwehr / Bill Carlblom
Social Services	Shawn Olauson
States Attorney / Judicial	Bill Carlblom
Treasurer	Vicky Lovell
Tax Director	Shawn Olauson
Weed Control	Pete Paulson
Personnel Policy Review	Vicky Lovell
Airport Authority	Pete Paulson
City Planning & Zoning	Bill Carlblom
County Planning & Zoning	Bill Carlblom / Mike Schwehr
County Housing Authority	Vicky Lovell
Economic Development Center	Shawn Olauson / Pete Paulson
Museum	Shawn Olauson
National Guard Military Affairs Committee	Bill Carlblom *(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 Carlblom

#### **Employee Policy Committee**

Vicky Lovell moved to approve the 2026 Policy with changes except for the vacation buyback; Shawn Olauson seconded the motion. The motion carried upon roll call vote with all members voting yes.

#### **Highway Department**

Robert Blackburn appeared before the commission to discuss merit salary increases for some of the employees. Salary increases can be recommended but are not guaranteed. Increases are approved and passed by the Barnes County Commission Board.

#### **Fish & Wildlife**

Paul Helco presented a land acquisition opportunity. Richard Monson left six parcels of land to VCSU Foundation that the Fish and Wildlife Service would like to purchase, benefiting the VCSU foundation. Mick Schwehr made a motion to allow Fish and Wildlife to proceed with obtaining an appraisal for the six parcels as requested; Pete Paulson seconded the motion. Motion carried upon roll call vote with all members voting yes.

### City County Health

Karen Didier will begin duties with benefits as the jail nurse beginning January 1, 2026. Bill Carlblom made a motion to carry everything including benefits across with the understanding City County Health goes along with how we have it presented. CCHD will not be required to reimburse the county for the vacation and sick leave hours transferred over. Pete Paulson seconded the motion. The motion carried with Commissioners Mike, Bill, Shawn, and Pete voting yes; Vicky Lovell voted no.

### Weed Board

Jamen Windish presented a quote of \$13,609.70 to purchase a floor scrubber. Shawn Olauson made a motion to purchase the floor scrubber; Mike Schwehr seconded the motion. Motion carried upon roll call vote with all members voting yes. Surplus carry over dollars from grants were discussed.

### Emergency Management

Jessica Jenrich presented three contractor quotes to update the Hazard Mitigation Plan. Vicky Lovell made a motion to contract with the lowest bid which was South Central Dakota Regional Council; Pete Paulson seconded the motion. Discussion took place regarding the three quotes. The motion was defeated upon roll call vote with Commissioners Mike, Bill and Shawn voting no and Commissioners Vicky and Pete voting yes. This will be tabled until more information is received.

### Auditor's Office

Shawn Olauson moved to approve November 18<sup>th</sup>, 2025, minutes as presented. Mike Schwehr seconded the motion. Motion carried upon roll call vote with all members voting yes. Establishment of Precincts and Polling Location Resolution was proposed:

### **Establishment of Precincts and Polling Location Resolution**

THEREFORE, BE IT RESOLVED that the Barnes County Commission approves the establishment of precincts and polling locations for the 2026 election cycle as presented with the polling location being the Barnes County Courthouse for all precincts; and authorizes the Barnes County Auditor to establish Mail-In Voting as presented and absentee ballot precinct as necessary.

Vicky Lovell made a motion to approve the Establishment of Precincts and Polling Location Resolution as presented: Pete Paulson seconded the motion. The motion carried upon roll call vote with all members voting yes.

### Corrections

A State Grant was approved for creating a Re-entry Program Coordinator for inmates. This would create a new position paid for by grant funds running from January 1, 2026, to December 31, 2026. Employment would be based on grant funding. Bill Carlblom made a motion to accept hiring a Re-entry Program Coordinator as long as the position remains grant funded. Vicky Lovell seconded the motion. The motion carried upon roll call vote with all members voting yes. There will be Leadership Training in March 10 -11, 2026 that is funded by NDIRF.

### Sheyenne Valley Friends of Animals

Angie Martin, Vice-Chairman of Sheyenne Valley Friends of Animals presented a funding request. Pete will add this request to the Economic Development Board agenda.

### Commission Discussion

Pete Paulson gave an update on the Veteran Service Office. Bill McKay's term is up on the airport board. He would like to continue to serve on the board. The airport board is still working with insurance on the insurance claim for the door on one of the hangers. The airport has some land south on the Peak road they will advertise for sale. Shawn Olauson gave an update on Buffalo Bridges. They donate to Salvation Army who uses the funds for general assistance. They did receive some gaming money for the food pantry. They had two food drives and two toy drives. The state also supplied shelf stable food. Full payment for Snap benefits was received in November. Mike Schwehr would like to see information packets from departments come out before the day before the commission meeting so there would be time to review the information. Vicky Lovell gave an update on South Central Dakota Regional Council. The Carnegie Foundation is going to donate \$10,000.00 to the library and will feature the library project on their site. The library is one of three remaining original Carnegie Libraries in North Dakota still functioning as a library. They would like to paint the trim in the rotunda area to make it stand out better. The library foundation has funds to pay off the remaining portion of their loan. Bill presented a request from the State's Attorney's Office to purchase two, possibly three desks, for the staff at a cost of \$799.00 each. Bill Carlblom made a motion to approve the purchase of desks; Pete Paulson seconded the motion. The motion carried with all members voting yes.

### Bills Approved For November 2025

**General Fund:** Advance Garage Door Inc \$591.25, Advanced Business Methods Inc \$706.72, Aflac \$2,817.44, Aflac Group Insurance \$48.45, Amazon Capital Services \$941.79, Axon Enterprise Inc \$21,661.49, Bakkegard & Schell \$304.55, Barnes Co Vso \$63.45, Barnes County Auditor \$668.58, Barnes County Ambulance \$516.00, Barnes Rural Water \$1,051.92, Bek Communications Cooperative \$1,067.79, Big Language Solutions \$10.83, Bitz Tire & Service, Inc. \$3,749.02, Branam, Tabatha \$113.00, Carlblom, William \$299.20, Cass County Electric \$808.28, Cass County Government \$1,053.20, Catt Designs \$138.00, City County Health District \$10,293.91, Cloudsafe Group Llc \$19.97, Code 4 Services Inc \$1,485.00, Cole Papers Inc. \$1,224.65, Colonial Life Insurance \$126.47, Companion Life Insurance Co \$3,828.86, Counties Providing Technology \$2,817.00, Dacotah Bank Flex Acct \$1,362.00, Dacotah Bank Sd \$13,540.29, Dickey Rural Telephone Coop. \$98.24, Everson, Jordyn \$13.65, Everspring Inn And Suites \$880.00, Fat Man Trash Llc \$934.50, G & R Controls Inc \$904.64, Grenz, Carol \$186.90, Grotberg Electric, Inc.

\$191.34, Gruba, Zachary \$25.00, Handy Hardware & Rental \$1,163.17, Hansen, Stacie \$58.00, Hetland,Andrea \$313.20, High Plains Water Treatment, Inc. \$61.00, Iaao \$765.00, Information Technology Department \$5,873.20, James-Valley Reg. Lodge #4 \$246.17, Jenrich, Jessica \$189.00, Keith's Ac, Refrigeration, & Heat \$26.59, Klj Engineering Llc \$1,671.33, Litchville Bulletin \$633.13, Lovell, Victoria \$536.80, Magnuson, Debbie \$190.40, Mcclaflin, Randy \$722.90, Mcinnes,Stacy \$170.00, Mckesson Medical-Surgical Mn Suppl \$115.86, Mid-States Wireless, Inc. \$150.00, Mindt, Julie \$190.40, Montana-Dakota Utilities \$1,835.96, Nd Association Of Counties \$2,325.00, Nd Attorney General \$150.00, Nd State Radio Communications \$143.00, Nucara Pharmacy \$201.79, O'reilly Auto Parts \$55.98, Olauson, Shawn \$236.90, Paulson, Pete \$226.00, Peterson Mechanical Inc \$905.00, Petro Serve Usa \$6,517.46, Pfaff, Jody \$259.30, Pharmchem Inc \$63.90, Quality Inn (Nd400) \$110.00, Radisson Hotel-Bismarck \$794.50, Record Keepers, Llc \$70.00, Reliance Telephone Systems, Inc. \$1,430.00, Richards, Brenda \$286.00, Sanford Health Occupation Medicine \$168.00, Scram Systems \$416.52, Smith Lumber Company \$119.16, Stoudt Miller Inc \$765.34, Summit Fire Protection Co \$1,198.00, Summit Foods Service Llc \$8,732.40, Thiel, Jason \$82.34, Thomson Reuters -West \$390.42, Valley Auto Parts \$78.17, Valley City Public Works \$5,722.68, Valley City Times-Record \$1,012.24, Valley Lumber Company \$115.00, Valley Officeworks \$2,131.03, Verizon Wireless \$1,058.73, Vertiv Corporation \$6,715.00, Wolff, Jeremy \$234.00, World Insurance Associates Llc \$516.00, Total For Fund \$132,685.35, **City County Health:** City County Health District \$8,848.11, Total For Fund \$8,848.11, **Veterans Service Office:** Advance Garage Door Inc \$111.51, Advanced Business Methods Inc \$111.51, Aflac \$149.59, Bek Communications Cooperative \$35.53, Companion Life Insurance Co \$141.70, Dacotah Bank Flex Acct \$42.00, Dacotah Bank Sd \$345.00, Jacobson, Tammy J. \$324.00, Leaf \$190.00, Thebo,Rebecca \$324.00, Valley Officeworks \$99.68, Verizon Wireless \$113.00, Wagon Wheel Inn Ltd \$550.00, Wells Fargo Bank Nc \$293.84, World Insurance Associates Llc \$4.00, Total For Fund \$2,835.36, **County Road And Bridge:** A P Equipment Inc \$543.10, Aflac \$740.26, Aflac Group Insurance \$40.85, Blackburn,Robert \$11.99, Butler Machinery Co. \$3,789.74, Chs Dakota Plains Ag \$2,743.72, Cole Papers Inc. \$48.63, Colonial Life Insurance \$59.04, Companion Life Insurance Co \$1,049.26, Dacotah Bank Flex Acct \$636.00, Dacotah Bank Sd \$633.95, General Equipment & Supplies \$601.66, Handy Hardware & Rental \$243.63, Klj Engineering Llc \$3,547.12, Kotaco \$1,262.51, L&H Shoe Shop \$15.00, Linde Gas & Eq / Praxair \$171.24, Little Falls Machine, Inc. \$9,538.30, Lucky's Septic Service \$225.00, Metcalf, Ryan \$179.99, Montana-Dakota Utilities \$73.63, Nd Association Of Counties \$540.00, Nd Dept Of Transportation \$159,024.60, Newman Outdoor Advertising - Jmst \$136.48, North Central International,Llc \$42.13, Northwest Tire Inc. \$792.07, Ok Tire Store \$10,850.00, One Call Concepts, Inc \$30.00, Ottertail Power Company - Jamestow \$116.46, Petro Serve Usa \$53.70, Powerplan Oib \$639.08, Quality Alignment & Brake Center \$123.25, R & H Maintenance & Lawn Care \$640.00, Radisson Hotel-Bismarck \$454.00, Sanford Health Occupation Medicine \$61.00, Truenorth Steel \$3,988.80, Valley Auto Parts \$1,530.58, Valley City Public Works \$782.14, Valley Officeworks \$51.64, Verizon Wireless \$99.46, Wade's Service Center \$98.22, Wd Larson Companies Ltd Inc \$1,230.51, Williams Excavation & Seeding Llc \$28,128.37, Total For Fund \$235,567.11, **Weed Control:** Aflac \$149.93, Agterra Technologies Inc \$35.00, Barnes Co Highway Dept \$311.31, Companion Life Insurance Co \$99.92, Didier, Beth M \$34.00, Nd Department Of Transportation \$20.00, Valley City Public Works \$130.23, Verizon Wireless \$200.05, Windish, Jamen \$50.00, Total For Fund \$1,030.44, **County Agent:** Aflac \$33.50, Amazon Capital Services \$27.99, Companion Life Insurance Co \$49.96, Dacotah Bank Sd \$8.15, Harstad, Alicia \$466.98, Milender, Sue \$399.06, Ndaef4-Hyw \$100.00, Ndeafcs \$125.00, Quill Corporation \$279.96, Valley Officeworks \$417.09, Total For Fund \$1,907.69, **County Bridge:** Klj Engineering Llc \$601.12, Total For Fund \$601.12, **Community Service:** Verizon Wireless \$39.04, Total For Fund \$39.04, **Grants And Projects:** Dacotah Bank Sd \$799.99, Levers Foods \$42.97, Stein, Michelle \$675.00, Swenson, Allison \$1,140.00, Total For Fund \$2,657.96, **Township Tap Funding Projects:** Jensen Brothers Construction Inc \$269,214.39, Klj Engineering Llc \$68,701.00, Knife River Materials \$420,963.52, Total For Fund \$758,878.91, **Soil Conservation:** Barnes Co Soil Conserv. Dist. \$3,810.72, Total For Fund \$3,810.72, **Garrison Conservancy Dist:** Garrison Diversion Cons Dist \$2,862.58, Total For Fund \$2,862.58, **Airport:** Barnes Co Municipal Airport \$5,319.48, Total For Fund \$5,319.48, **State Funds:** Nd State Treasurer \$2,635.63, Total For Fund \$2,635.63, **Older Persons:** South Central Adult Services \$4,423.74, Total For Fund \$4,423.74, **Ambulance:** Barnes County Ambulance \$6,624.40, Total For Fund \$6,624.40, **Water Resources:** Companion Life Insurance Co \$49.96, Hieb, Jerry \$22.40, Houston Engineering, Inc. \$20,541.62, Ohnstad Twichell, P.C. \$2,594.58, Valley City Times-Record \$38.30, Total For Fund \$23,246.86, **Historical Society:** Barnes Co Historical Society \$1,658.97, Total For Fund \$1,658.97, **Library:** Valley City Public Library \$4,537.91, Total For Fund \$4,537.91, **Cities:** Dazey \$836.45, Fingal \$4,596.39, Kathryn \$1,369.86, Leal \$574.74, Litchville \$850.96, Nome \$285.59, Pillsbury \$8.35, Rogers \$16,456.63, Sanborn \$858.26, Sibley \$277.07, Valley City \$104,942.38, Wimbledon \$539.29, Total For Fund \$131,595.97, **Townships:** Alta \$3,066.44, Anderson \$2,169.75, Ashtabula \$2,380.53, Baldwin \$1,805.40, Binghampton \$2,319.06, Brimer \$2,181.18, Cuba \$2,322.45, Dazey \$1,772.43, Eckelson \$1,378.26, Edna \$2,015.87, Ellsbury \$2,630.60, Getchell \$1,778.59, Grand \$2,110.86, Green \$2,879.01, Greenland \$2,371.75, Hemen \$2,190.02, Hobart \$9,162.82, Laketown \$1,797.96, Mansfield \$1,324.52, Marsh \$2,359.71, Meadow \$1,903.71, Minnie \$2,773.05, Nelson \$2,403.03, Noltmier \$2,236.24, Norma \$3,273.35, Oakhill \$1,491.08, Oriska \$2,198.60, Pierce \$1,859.95, Potter \$2,392.80, Raritan \$3,353.04, Rogers \$1,963.28, Rosebud \$2,275.41, Sibley \$1,574.08, Skandia \$2,064.24, Spring \$2,528.96, Springvale \$2,446.07, Stewart \$2,532.73, Svea \$1,960.17, Thordenskjold \$3,484.47, Uxbridge \$2,085.24, Valley \$3,909.17, Weimer \$1,977.27, \$102,703.15, **Park Districts:** Fingal \$144.52, Litchville \$30.48, Sanborn \$41.50, Sibley \$8.36, Valley City \$32,820.01, Total For Fund \$33,044.87, **School Districts:** Barnes County North \$42,704.73, Enderlin Area Sd 24 \$9,077.37, Hope-Page \$3,447.74, Litchville-Marion \$8,123.70, Maple Valley \$13,313.91, Montpelier \$551.61, Valley City \$132,249.34, \$209,468.40, **Rural Fire Districts:** Dazey \$285.52, Edna \$100.37, Enderlin \$81.35, Fingal \$265.60, Hope \$365.88, Kathryn \$216.39, Nome \$567.17, Page \$141.76, Sanborn \$1,106.08, Tower City \$166.76, Valley City Rural Fire Protection \$1,524.26, Wimbledon \$350.98, Total For Fund \$5,172.12, **Thordenskjold Drain:** Thordenskjold Drain \$1,540.92, Total For Fund \$1,540.92, **Capital Projects:** Ritz & Associates Pa \$1,700.00, Total For Fund \$1,700.00, Total Warrants \$1,685,396.81

With no further business, Vicky Lovell made a motion, seconded by Shawn Olauson, to adjourn the meeting. Motion carried unanimously, with all members voting "aye" and the meeting was adjourned at 10:51 a.m.

Bill Carlblom, Chairman  
Barnes County Commission

Julie Mindt  
Barnes County Auditor