

MINUTES OF EDDY COUNTY COMMISSIONERS
EDDY COUNTY COURTHOUSE
May 7, 2024, 8:00 A.M.

The meeting was called to order at 8:00 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. Glenda Collier seconded the motion. All in favor. Motion carried.

Glenda Collier made a motion to approve the April 2, 2024 Meeting Minutes with a correction, suggesting to use County Road funds vs. General Funds for road signs, and to approve the April 8, 2024 Special Meeting Minutes as presented. Dave Gehrtz seconded the motion, all were in favor. Motion carried.

After review of the financials and expenditure and revenue budgets for the month of April 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	582.55
Cash & Carry Lumber	1,274.21
CenDak Cooperative	1,932.89
Cole Papers Inc	505.06
City of Sheyenne	110.10
Flower Scent-R	58.00
Information Technology Dept	942.75
Insure Forward	1,261.00
John E Reid Associates Inc	500.00
Lake Region District Health Un	18,870.00
Lake Region Law Enforcement	1,080.00
Leaf	346.00
Ashley Lies	344.00
Linde Gas Equipment Inc.	459.47
Meehan Machine	20.94
National District Attorneys As	625.00
NDACO Resources Group	4,976.61
ND Public Employees Retirement	22,477.18
ND State Radio Communications	263.00
ND Telephone Co	863.52
Napa Auto Parts	849.50
North Central Planning Council	2,000.00
Northern Plains Electric Coop	273.00
Kristy O’Connor	124.62
Office of Attorney Gen - 1250	555.00

Otter Tail Power Co	1,474.86
Linderman Construction, Inc.	2,000.00
Quill Corporation	30.26
RDO Equipment Co	6,996.06
Rockin Fitness	500.00
Stutsman Co Correction Ctr	3,100.00
Lisa Thompson	208.37
Uline	1,382.55
Uniform Center	495.96
University Of North Dakota	100.00
Payroll	66931.41
AT&T Mobility	581.98
Central Plains Water	56.00
CenDak Cooperative	2,844.50
NoDak Electric Cooperative	65.10
North Dakota Tax Commissioner	791.43
Electronic Federal Tax Pay Sys	21,602.44
Aflac	145.21
ND Public Employees Retirement	1,989.00
ND Public Employees Retirement	14,061.28
Colonial Life	461.25
Ameritas Life Insurance Corp	229.48
Pitney Bowes Bank Inc Purchase	500.00
Relentless LLC DbA Desert Snow	699.00
Kathy Anderson	26.48
Auto Value Carrington	9.42
Bank Forward	27.20
Michael Brown	304.00
Elan Financial Services	1,213.38
Cash and Carry Lumber	9,589.28
Central Business Systems Inc	1,300.88
Central City H2o	91.00
Cenex Fleetcard	84.79
Coban Technologies Inc	465.00
Cole Papers Inc	162.24
City of Sheyenne	1,559.02
City of New Rockford	33,319.68
New Rockford City Park Dist	2,454.59
Do It Best	77.58
Eddy County Council on Aging	891.66
Eddy County Treasurer	6,449.65
Election Systems and Software	1,692.35
Electro Watchman, Inc.	1,319.40
Tolna Fire Protect District	510.32
Warwick Fire Protect Dist	396.46
New Rockford Fire Prot Dist	1,376.20
Adam Fleming	40.00

Garrison Div Cons District	593.75
Historical Society	207.46
Ryan Hoyt	760.98
Interstate Engineering Inc	285.00
Kim Johnson	150.00
Ashley Lies	316.44
Cory Longnecker	40.00
Montana Dakota Utilities Co	1,112.83
ND Association of Counties	200.00
Nd Public Employees Retirement	22,720.68
NDSAA	300.00
NDSU Extension Service	11,383.62
Office of Attorney Gen - 1250	450.00
Otter Tail Power Co	54.80
Perleberg Convenience Store	164.50
Pitney Bowes Bank Inc Purchase	500.00
Quill Corporation	93.56
Scott Reis	150.00
Dakota Prairie Pub School	2,695.78
New Rockford Sheyenne School	18,206.08
Mike Schaefer	40.00
Midkota School	13,937.38
Warwick School	5,825.99
Carrington School	26.42
Jerry Schuster	40.00
Becki Schumacher	412.90
Bill Smith	40.00
State Treasurer	480.78
Taverna Electric	1,475.00
Paradise Township	1,290.49
Cherry Lake Township	1,777.30
Columbia Township	1,728.33
Pleasant Prairie Township	1,280.92
Superior Township	1,980.98
Rosefield Township	1,769.23
Colvin Township	1,596.63
Lake Washington Township	1,135.80
Tiffany Township	1,008.44
Sheldon Township	927.06
New Rockford Township	1,823.86
Munster Township	1,765.09
Freeborn Township	1,515.07
Eddy Township	1,534.11
Hillsdale Township	1,255.68
Bush Township	1,364.71

Gates Township	1,443.79
Grandfield Township	1,067.03
Patty Williams	250.00

Lisa Thompson, Emergency Manager presented signed Resolutions relating to Floodplain Zoning and Floodplain Management for Bush, Cherry Lake, Colvin, Eddy, Freeborn, Gates, Lake Washington, Munster, Pleasant Prairie, Tiffany, Grandfield and Superior Townships. New Rockford Township is taking back Zoning and having Eddy County handle Floodplain. Thompson is still working on getting two townships to sign the requested paperwork. Thompson is working on submitting two grants with emphasize on Cyber Security and Elections.

Dave Gehrtz made a motion to approve the following Resolutions: for Hillsdale, Rosefield, Cherry Lake, Bush, Colvin, Munster, Lake Washington, Gates, Freeborn, Eddy, Paradise, Superior, Pleasant Prairie and Tiffany Townships, assigning Floodplain Zoning and Floodplain management to Eddy County. Grandfield Township will manage Zoning and the County will manage Floodplain. New Rockford Township relinquished Eddy County's township powers to enact zoning regulations. Glenda Collier seconded the motion. All were in favor, motion carried.

Haylee Viger with the ND Department of Agriculture and Sandra Shively with NCPC presented via Zoom information on a Regional Livestock Planning Grant. The planning grant is focused on ag development potential in Eddy County, as well as other counties in our region. The grant is offered at no cost to Eddy County for the study, analysis and findings.

Glenda Collier made a motion to approve the Resolution Approving Agreement with the County of Eddy and the NCPC for Purpose of Regional Livestock Planning Grant Acceptance. Dave Gehrtz seconded the motion, all were in favor. Motion carried.

Todd Weber, Road Superintendent discussed the Resolution presented awarding Knife River Materials the contract for Project BRP-1400(050) Munster Bridge Rehab. The construction low bid (\$688, 811) came in well over the engineers estimates and well over the amount of BRP Funds Eddy County was awarded for this project. The NDDOT increased the funds awarded to cover the PE Costs, constructions costs and a portion of the CE Costs. The estimated Eddy County share is \$49, 122.46.

Dave Gehrtz made a motion to approve the Resolution awarding Knife River Materials the contract for Project BRP-1400 (050) and hereby authorizes the Chairman of the Board to sign said contract. Glenda Collier seconded the motion, all were in favor. Motion carried.

David Fite addressed the Commissioners with concerns with a specific zoning ordinance under article 10 in section 10.1.3.2 and its language. The ordinance was reviewed with SA Lies and no action was taken.

Dena Kemmet, Central District Director NDSU Extension office addressed the Commissioners seeking formal approval of hiring for the Family Community and Wellness Extension position formally held by Donna Anderson. Glenda Collier made a motion to approve the request to hire for the vacant FCW Extension position. Dave Gehrtz seconded the motion. All were favor, motion carried.

Old Business:

The Old County Shop in Sheyenne was briefly discussed, SA Lies confirmed that any sale or lease would need to be advertised for sale or lease. Issue tabled until June.

Home Inspector Licensing/Contracting was discussed. Glenda Collier will visit with the City of New Rockford to see if they would be interested in sharing this position. Will continue discussion at Regular June Meeting.

New Business:

The Funding Agreement for Clerk of District Court Services was reviewed. Glenda Collier made a motion to approve the Funding Agreement for Clerk of District Court Services as presented. Dave Gehrtz seconded the motion. All were in favor, motion carried.

Two General Journal entries were presented. Lisa Thompson requested that \$2,000.00 be moved from the Haz Chemical Response Fund to Haz Chemical Response Misc. Fund, so donation funds can be used for their intended purpose and tracking. Sheriff Lies requested \$500.00 be moved from Sheriff Dues/Education to Back the Blue Grant Funds, to pay for training. Dave Gehrtz made a motion to approve the General Journal entries as presented. Glenda Collier seconded the motion. All were in favor, motion carried.

New employee polices and updates to policy handbook were discussed. No action was taken.

Zoning Commission appointments and term limits were discussed. SA Lies informed Commission of Patty Williams resignation to Zoning Commission and that James Allmaras, David Allmaras, and Casey Weber's terms were up. Glenda Collier informed Commission that Casey Weber did not wish to be reappointed, but that Sheyenne Mayor Bob Hanson indicated his interest in joining the Commission. James Allmaras and David Allmaras indicated their willingness to serve again. Glenda Collier made a motion to reappoint James Allmaras and David Allmaras for another two-year term, to appoint Bob Hanson for a two-year term, and to appoint Shauna Laber to fill out the balance of Patty Williams' four-year term. All four terms will expire on April 4, 2026. Dave Gehrtz seconded the motion. All were in favor. Motion carried.

State's Attorney Ashley Lies informed Commissioners that starting in May, she will be cutting back from full time status to $\frac{3}{4}$ time.

Commissioners reviewed and discussed a proposal from Kristy O'Connor which included adding additional responsibilities as Deputy Auditor in addition to her Tax Assessor role, and the proposed schedule and salary change. Dave Gehrtz made a motion to approve the proposal, assigning O'Connor as Deputy Auditor, increasing her normal working hours and benefits from 80% to 100% with an additional step on the pay plan, to be reviewed in 3 months. Glenda Collier seconded the motion. All were in favor, motion carried.

Commissioners reviewed a request from the Lutheran Home of the Good Shephard, requesting a letter of support for the purpose of purchasing and installing an emergency generator. Glenda Collier made a motion to approve the signing of the Certification of Significant Community Support for the Lutheran Home of the Good Shephard. Dave Gehrtz seconded the motion. All were in favor, motion carried.

The Commissioners discussed the 3-month review for Becki Schumacher. Glenda Collier made a motion to increase Becki Schumacher from step 3 to step 4 on the pay plan. Dave Gehrtz seconded the motion, all were in favor. Motion carried.

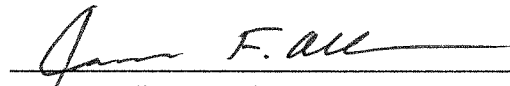
Dave Gehrtz made a motion to approve the Gaming Site Authorizations for Eddy County Rod & Gun Club and for New Rockford Lions Club. Glenda Collier seconded the motion, all were favor. Motion carried.

Dates for the Summer Eddy County Employee Picnic were discussed. A tentative date was set for July 23, 2024.

With no further business, Commission Chairperson James Allmaras adjourned the meeting at 10:08 AM.

The next regular meeting will be June 4, 2024, at 8:00 A.M.

ATTEST:



James F. Allmaras, Chairperson



Becki Schumacher, Interim Auditor