

The Barnes County Commission met in regular session on Tuesday, December 5, 2023, 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., roll call was taken, the Pledge of Allegiance was recited, and the agenda was reviewed.

**Reorganization / Portfolio Assignments**

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

The Commissioner Portfolio Schedule for 2024 was reviewed, and assignments were made, as follows:

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

**VCSD Building Fund Levy Error Update**

Cindy Schwehr reported the meeting with the school and Brian Kroshus, ND State Tax Commissioner, went well regarding the VCSD building fund levy error. His office does not have jurisdiction over local entities and there is no statute regarding this matter. There may be legislation created to help entities if this should happen again. The decision is under local control. The VCSD made the decision to refund the 2019, 2020, 2021, and 2022 over payment at a prior meeting. Thiis will remain the decision at this time and Barnes County will write the checks for these refunds. Paul Lacina spoke about his concerns with the decision of a four-year refund rather than eight years.

**Sheriff's Office**

Cindy Schwehr made a motion for the Barnes County Commission to authorize the Sheriff to expend the Back the Blue Grant Funds. Funding may be used for providing recruitment, hiring, and retention bonuses to new and current law enforcement and correctional officers. Vicky Lovell seconded the motion. Motion carried upon roll call vote.

### **911 Dispatch**

Cindy Schwehr made a motion to approve the ordering of Mobile Radios SIRN recording. Shawn Olauson seconded the motion. Motion carried upon roll call vote. Cindy Schwehr made a motion to purchase headsets for dispatchers at a cost of \$2,300.00. Shawn Olauson seconded the motion. Motion carried upon roll call vote.

### **Auditor - Minutes**

Cindy Schwehr made a motion to give Julie Mindt authorization to sign for East Central County Commissioners Association for Unclaimed Property and for the Barnes County Extension Unclaimed Property forms. Pete Paulson seconded the motion. Motion carried upon roll call vote with all members voting "yes". Cindy Schwehr made a motion to give Julie Mindt authorization to sign on all Barnes County banking accounts; Pete Paulson seconded the motion. Motion carried with roll call vote with all members voting "yes". Shawn Olauson moved to approve the November 21, 2023 minutes; Pete Paulson seconded the motion. Motion carried upon roll call vote. Jared Lentz was introduced to the commission members as the newest employee in the Auditor's Office. He will be working on Payroll and HR. The Auditor's Office is now fully staffed.

### **Highway Department**

Jamie Smith presented a Bike Path Resolution to accept the bid from Border States Electric. This will be completed with grant funds with 80/20 cost share. City and county will split the cost. Cindy Schwehr moved to approve the resolution; Pete Paulson seconded the motion. Motion carried upon roll call vote. Cindy Schwehr made a motion to release the project on County Road #11 grade raise. Shawn Olauson seconded the motion. Motion carried with all members voting "yes".

### **Commission Discussion**

Cindy Schwehr reported on City County Health District. They have hired an on-call person to do their maintenance. They are also busy with vaccinations and working on grants. The Troubadours will be performing at the Courthouse on Monday, December 11<sup>th</sup> at 7:00 p.m. Cocoa, coffee, and cookies will be available. Scott Kohler is interested in continuing at the parks. There is a retirement party for Theresa Will on November 15<sup>th</sup>. Vicky Lovell reported the library is trying to get funding through grants. A new employee was hired at the Highway Department. Shawn Olauson has meetings coming up. Pete Paulson reported that the VSO has been busy with taking veterans to their appointments. Museum and Weed Board meetings are coming up next week. Bill Carlblom reported that he helped interview at the Highway Department and one new employee was hired. Maintenance in the courthouse building is going well.

### **Bills Approved for November 2023**

**General Fund:** Abc Boat Docks Llc \$18,033.00, Accurate Control Inc \$10,921.20, Acom Solutions Inc \$415.62, Aed Everywhere \$114.90, Aflac \$2,403.36, Aflac Group Insurance \$48.51, Allard Trophy Co \$80.00, Amazon Capital Services \$333.85, American Solutions For Business \$149.89, Amg Radiology Aberdeen \$388.00, Andrew S Marquart \$198.00, Barnes Co Ambulance Mandan \$2,520.27, Barnes Co Municipal Airport \$7,200.00, Barnes County \$464.40, Barnes County 4-H Fund \$25.00, Barnes Rural Water \$1,096.88, Beckman Septic Llc \$1,550.00, Bek Communications Cooperative \$499.23, Bismarck Hotel & Conference Center \$192.60, Blue 360 Media Llc \$161.33, Bob's Excavating Llc \$580.00, Branam, Tabatha \$25.00, Calhoon, Teagan \$79.26, Carlblom, William \$297.59, Cass County Electric \$1,267.13, Central Business Systems \$756.12, Centurylink Az \$1,144.87, Charm-Tex Inc \$158.70, Christopher Burk \$266.77, Cintas Corp Il \$333.16, City County Health District \$15,785.10, Cole Papers Inc. \$391.45, Colonial Life Insurance \$166.17, Consolidated Correctional Foodserv \$24,918.23, Dacotah Bank Flex Acct \$1,941.00, Dacotah Bank Sd \$14,229.57, Dakota Business Solutions Inc \$223.00, Dakota Central Telecommunications \$21.00, Dickey Rural Telephone Coop. \$327.46, Duffy, Tonya \$79.91, Fat Man Trash Llc \$729.75, Flanders, Rebecca \$2,675.00, Gruba, Zachary \$25.00, Handy Hardware & Rental \$732.10, Helland, Karl & Ginger \$681.64, Hulm, Josh \$25.00, Information Technology Department \$6,030.99, Inter-Community Telephone \$150.00, Jacobson, Ian \$50.00, James-Valley Reg. Lodge #4 \$162.68, Jamestown Jet Center \$200.00, Jamestown Regional Medical Center \$414.54, Knight, Matthew \$25.00, Koepplin, Bobby \$77.29, Kruger, Dawayne & Patricia \$121.79, Langemo, Ethan \$25.00, Leaf \$190.00, Leever's Foods \$13.32, Litchville Bulletin \$257.24, Lovell, Victoria \$105.02, Madland, Gordon \$599.68, Marco \$2,991.00, Marco Inc - St Louis \$1,086.85, Mckesson Medical-Surgical Mn Suppl \$157.37, Mercy Hospital - Chicago \$11,067.10, Messerli & Kramer \$94.34, Mid-States Wireless, Inc. \$416.00, Midwest Pest Control \$155.00, Miller, Sarah \$208.33, Mmt Irrigation \$405.00, Montana-Dakota Utilities \$2,364.75, Myers, Diane \$116.87, National Association Of Counties \$450.00, Nd Association Of Counties \$2,622.23, Nd Attorney General \$2,970.00, Nd Chapter Of Apco \$400.00, Ndpio \$100.00, Nodaway County Sheriff's Office \$36.55, Nucara Pharmacy \$1,697.99, O'reilly Auto Parts \$27.98, Olauson, Shawn \$297.59, Oliver-Nathan Funeral Chapel \$534.00, Paulson, Pete \$197.16, Petro Serve Usa \$13,130.17, Pharmchem Inc \$511.20, Praetorian Digital \$2,018.80, Puklich Chevrolet Buick Gmc \$912.78, Pv Business Solutions Inc \$298.50, Quadient Finance Usa Inc \$3,000.00, Quality Alignment & Brake Center \$165.08, Quality Inn (Nd400) \$96.30, Record Keepers, Llc \$125.00, Reitan, Kathy \$1,258.92, Richland County Corrections \$425.00, Rj's Plumbing & Heating \$27.78, Sanford Health Sd \$26,352.44, Schwehr, Cindy L \$306.76, Servicemaster Of Valley City \$220.00, Smith Lumber Company \$120.30, State Disbursement Unit - North Da \$602.00, Stoudt Miller Inc \$2,989.84, Stoudt-Miller Inc \$49,070.00, Stutsman County Correctional Cente \$1,650.00, Superior Vision Services Inc \$667.00, Tah Enterprises Inc \$1,058.56, The Medicine Shoppe \$10.01, Thiel, Jason \$236.66, Thomson Reuters - West \$368.01, Trzpuć, Del Ray \$63.67, Valley City Fire Dept. \$120.00, Valley City Public Works \$5,392.83, Valley City School District #2 \$5,000.00, Valley City Times-Record \$1,174.32, Valley Officeworks \$1,265.58, Verizon Wireless \$1,048.02, Wagon Wheel Inn Ltd \$1,890.00, West Central Regional Juvenile Cen \$1,427.55, Wild Prairie Bakery \$70.00, Wolff, Jeremy \$348.27, Total For Fund \$274,896.03, **City County Health:** City County Health

District \$5,390.24, Total For Fund \$5,390.24, **Veterans Service Office:** Aflac \$149.59, Centurylink Az \$4.81, Dacotah Bank Flex Acct \$75.00, Dacotah Bank Sd \$571.71, Hunt, Angela \$548.55, Jacobson, Tammy J. \$379.56, Leever's Foods \$56.22, Petro Serve Usa \$461.51, Professional Development Academy O \$500.00, Smith Lumber Company \$38.47, Stoudt Miller Inc \$64.04, Superior Vision Services Inc \$63.10, Verizon Wireless \$113.82, Wagon Wheel Inn Ltd \$550.00, Wells Fargo Bank Nc \$575.82, Total For Fund \$4,152.20, **County Road And Bridge:** A P Equipment Inc \$268.95, Aflac \$735.47, Aflac Group Insurance \$52.30, Berts Truck Equipment \$980.00, Butler Machinery Co. \$435.87, Centurylink Az \$70.75, Chs Dakota Plains Ag \$32,858.07, Colonial Life Insurance \$59.04, Dacotah Bank Flex Acct \$445.00, Dacotah Bank Sd \$530.16, Dakota Industrial Supply \$110.00, Dickey Rural Telephone Coop. \$45.44, Enterprise Sales Co. \$109.06, First International Insurance \$752.00, Handy Hardware & Rental \$74.78, Inland Truck Parts & Service \$268.02, Kotaco \$4,016.43, Leever's Foods \$53.96, Litchville Bulletin \$16.20, Montana-Dakota Utilities \$219.90, Ndsu - Ugpti \$100.00, Nelson International, Inc. \$1,289.15, Northwest Tire Inc. \$1,552.80, Olauson, Melinda \$24.90, Ottetail Power Company - Jamestown \$119.87, Petro Serve Usa \$282.75, Puklich Chevrolet Buick Gmc \$2,693.61, Pump & Meter Service Inc \$447.54, Quality Alignment & Brake Center \$112.75, R & H Maintenance & Lawn Care \$640.00, Schaefer Vermeer Equipment Llp \$289.48, Smith, Jamie L. \$65.59, Star Enterprises, Inc \$4,014.12, State Disbursement Unit - North Da \$673.00, Superior Vision Services Inc \$97.90, Valley Auto Parts \$1,514.48, Valley City Public Works \$1,365.96, Valley Plains Equipment \$98.01, Verizon Wireless \$99.17, Total For Fund \$57,582.48, **Weed Control:** Aflac \$149.93, Barnes Co Highway Dept \$557.69, Handy Hardware & Rental \$219.80, Nd Dept Of Transportation \$20.00, Smith, Sheryl \$2,576.00, Stoudt Miller Inc \$73.20, Valley City Public Works \$62.17, Verizon Wireless \$200.05, Windish, Jamen \$50.00, Total For Fund \$3,908.84, **County Agent:** Aflac \$33.50, Amazon Capital Services \$97.32, Centurylink Az \$5.08, Harstad, Alicia \$697.16, Hochhalter, Debra \$25.98, Milender, Sue \$614.88, Ndaaea \$75.00, Ndaea4-Hyw \$100.00, Ndaefcs \$125.00, Superior Vision Services Inc \$11.50, Valley City Area Chamber Of Commer \$270.00, Valley Officeworks \$115.02, Total For Fund \$2,170.44, **Farm To Market 15 Mill:** Chs Dakota Plains Ag \$910.69, Lakeside Construction \$8,277.57, Lesmeister Gravel Inc \$51,671.08, Newman Outdoor Advertising - Jmst \$1,348.08, Northern Improvement Company \$4,915.96, Ottetail Power Company - Jamestown \$73.22, Valley Auto Parts \$120.20, Total For Fund \$67,316.80, **Community Service:** Verizon Wireless \$42.49, Total For Fund \$42.49, **Grants And Projects:** Centurylink Az \$.36, Keller, Constance \$720.00, Koch, Brenda \$849.65, Lyons, Cori \$50.00, Magness, Arian \$510.00, Stein, Michelle \$625.00, Swenson, Allison \$361.15, Zent, Julie \$774.79, Total For Fund \$3,890.95, **Corrections Commissary Fu:** Reliance Telephone Systems, Inc. \$200.00, Total For Fund \$200.00, **Soil Conservation:** Barnes Co Soil Conserv. Dist. \$1,727.62, Total For Fund \$1,727.62, **Flood Emergency 2011:** Greenland Township \$1,139.00, Nelson Township \$267.75, Reid, Ken \$31.88, Total For Fund \$1,438.63, **Stewart Drain:** Cr Excavating \$17,315.00, Ohnstad Twichell, P.C. \$2,111.24, Total For Fund \$19,426.24, **Garrison Conservancy Dist:** Garrison Diversion Cons Dist \$1,847.13, Total For Fund \$1,847.13, **Airport:** Barnes Co Municipal Airport \$5,069.60, Total For Fund \$5,069.60, **State Funds:** Nd State Treasurer \$8,052.45, Total For Fund \$8,052.45, **Older Persons:** South Central Adult Services \$2,673.32, Total For Fund \$2,673.32, **Ambulance:** Barnes County Ambulance \$2,580.51, Total For Fund \$2,580.51, **Water Resources:** Aflac \$36.75, Centurylink Az \$.08, Dacotah Bank Flex Acct \$50.00, Hieb, Jerry \$113.97, Houston Engineering, Inc. \$7,146.26, Nd Water Users Association \$600.00, Ohnstad Twichell, P.C. \$2,152.18, Total For Fund \$10,099.24, **Historical Society:** Barnes Co Historical Society \$1,002.70, Total For Fund \$1,002.70, **Library:** Valley City Public Library \$1,575.16, Total For Fund \$1,575.16, **Recorders Preservation Fu:** Bw Roosevelt Place Hotel \$176.40, Nelson, Jodie \$1,890.00, Pfaff, Jody \$2,455.50, Total For Fund \$4,521.90, **Cities:** Dazey \$520.08, Fingal \$1,633.43, Leal \$15.98, Litchville \$600.68, Sanborn \$519.17, Sibley \$494.92, Valley City \$53,859.78, Wimbledon \$323.87, Total For Fund \$57,967.91, **Townships:** Alta \$2,223.45, Anderson \$2,253.20, Ashtabula \$1,703.14, Baldwin \$1,108.35, Binghampton \$2,153.73, Brimer \$1,740.60, Cuba \$1,562.24, Dazey \$1,340.19, Eckelson \$928.99, Edna \$1,464.27, Ellsbury \$1,427.97, Getchell \$1,404.64, Grand \$2,097.60, Green \$1,946.61, Greenland \$2,281.07, Hemen \$1,624.06, Hobart \$3,535.71, Laketown \$1,280.86, Mansfield \$1,148.13, Marsh \$2,063.65, Meadow \$1,729.88, Minnie \$1,426.80, Nelson \$4,509.56, Noltimier \$1,550.76, Norma \$1,917.93, Oakhill \$1,123.03, Oriska \$1,700.63, Pierce \$1,419.74, Potter \$2,022.06, Raritan \$1,754.39, Rogers \$1,848.64, Rosebud \$1,577.33, Sibley \$1,050.77, Skandia \$1,614.35, Spring \$1,715.01, Springvale \$2,087.52, Stewart \$1,722.47, Svea \$1,667.92, Thordenskjold \$2,058.01, Uxbridge \$1,562.92, Valley \$3,138.93, Weimer \$1,298.87, \$75,785.98, **Park Districts:** Fingal \$55.38, Litchville \$28.68, Sanborn \$38.83, Sibley \$17.00, Valley City \$26,054.28, Total For Fund \$26,194.17, **School Districts:** Barnes County North \$16,369.48, Enderlin Area Sd 24 \$2,483.53, Litchville-Marion \$7,771.09, Maple Valley \$8,901.97, Valley City \$97,151.37, \$132,677.44, **Rural Fire Districts:** Dazey \$330.67, Edna \$74.20, Enderlin \$19.01, Fingal \$218.52, Hope \$98.37, Kathryn \$530.24, Nome \$159.30, Page \$31.76, Sanborn \$1,182.22, Tower City \$165.66, Valley City Rural Fire Protection \$746.32, Wimbledon \$284.55, Total For Fund \$3,840.82, **Unclaimed Checks Fund:** State Land Department \$111.51, Total For Fund \$111.51, **Thordenskjold Drain:** Stewart Drain Li \$50.84, Thordenskjold Drain \$487.75, Total For Fund \$538.59, **Covid St & Local Fiscal R:** Braun Intertec Corporation \$10,061.25, Total For Fund \$10,061.25, **Payroll Fund:** Dacotah Bank Sd \$3,151.33, Total For Fund \$3,151.33, Total Warrants \$789,893.97

With no further business, Shawn Olauson made a motion to adjourn the meeting, seconded by Pete Paulson. Motion carried unanimously, and the meeting was adjourned at 9:26 a.m.

Bill Carblom, Chairman  
Barnes County Commission

Julie Mindt  
Barnes County Interim Auditor