

Public Notice

OFFICIAL PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS, KIDDER COUNTY, STEELE, NORTH DAKOTA January 10, 2025 10:00am

The Board of County Commissioners met on Friday, January 10, 2025 in the Commissioners room at the Kidder County Courthouse in Steele, ND. Commissioners Darrell Guthmiller, Tim C. Dronen, Nicholas Friez and Auditor Jean Schoenhard present. Also Present: Richard Paolinelli Steele Ozone & Kidder County Press, Jon Martin Wold Engineering.

Chairman Guthmiller called the meeting to order at 10:00 A.M.
The Pledge of Allegiance was recited.

Jon Martin Wold Engineering joined the table. Guthmiller asked Martin if engineering is needed for moving 36th Ave SE to the west of the existing road. Discussion was held on another Flex Funding application for this project, surveying for platting the new road, needing the exact footage for the road. Martin said Wold Engineering would come up with a bare bones plan to relocate the road. More discussion held. Martin left the meeting.

Minutes of December 13, 2024 meeting were reviewed. Dronen moved to accept the minutes. Friez seconded. Motion passed with 3-0 vote.

The agenda was reviewed. Friez moved to adopt the agenda with additions seconded by Dronen, motion passed.

Schoenhard gave a tractor lease update. The 2024 leased tractor will be picked up next week in Steele when Valley Plains Equipment brings the 2025 leased tractor.

Commissioner Friez talked to Highway Patrol Josh Rode about the 6 County truck regulatory project and the county will need 8 scales, the county already owns 6 scales. The scales weigh approx. 45 lbs a piece. A special insert is also needed for a pickup box which contains slides for loading the scales. Rode would be willing to attend the next 6 County Regional Commissioners meeting with information. Discussion was held on having a signed contract with each county for jurisdiction reasons and would also have to do a joint powers agreement. Friez will take this information to the next 6 County Regional Commissioners meeting.

Guthmiller got a call from Gene Guthmiller concerning the bill that is still owing. Discussion held. Nothing is settled yet.

Discussion was held on the Tappen Shop pickup. If road crew uses their own vehicle they are to hand in mileage sheets monthly. Options for the pickup were discussed.

Jennifer Heck and Taylor Aadnes from RDO Equipment joined the meeting. Aadnes and Heck gave a presentation and proposal for a new JD blade. Scarifier option was discussed. Warranty was discussed. Mileage is not covered under the warranty. Heck explained the premium circle on the new blades and the enclosed circle. The blades do have a RDO promise on them. Discussion was held on the 6-year 7,000 hour warranty. Leasing vs owning was also discussed. Discussion was held on JD Link website for tracking blades. Discussion was held on the two types of glass on the blades. Heck and Aadnes left the meeting.

Extension Agent Monica Fitterer joined the meeting regarding her 4th quarter report. Fitterer said this is her 2nd year doing Lego League at the Library and it consisted of 16 K-1st graders. The class serves as an introductory program to STEM for young students. The 6th grade students participated in a STEM challenge called Food for Thought where students learned about food security and tried to identify which part of the plant a fruit/vegetable comes from.

Fitterer attended the National 4-H Development Conference in Boise Idaho on October 23rd, agents and specialists from ND attended the conference. In November Fitterer attended the 4-H ambassador's camp in Washburn where they begin to plan the Extension Youth Conference.

Extension will be partnering with the Kidder County Public Library creating a community learning garden and will create a unique learning experience for the library's summer reading program.

Fitterer said the new 4-H year started September 1st and they have one hundred enrolled members this year.

Fitterer handed out 2024 Extension impacts that was given to the Legislatures and NDSU Extension Making a difference sheet on Ag in the Classroom Reduces Food Insecurity. Discussion held.

Fitterer gave a Kidder County Fair Association annual report. Improvements at the fair grounds consisted

of new canopies, garage door for the livestock barn, small animal pens and sand & gravel for the horse arena.

Fitter asked for a commissioner for her upcoming performance review in March. Commissioner Friez will attend. Fitterer asked about using the county car for 4-H judging teams competitions. Discussion held. Fitterer left the meeting.

Recess for lunch 12:00pm
Resume from lunch 1:00pm, Commissioners Guthmiller, Dronen, Friez, Auditor Schoenhard present.

Lowell Malard Butler sales, Bruce Emmil Butler Store Manager, Bill Vanepps Butler Services Manager and Kenny Pfaff Kidder County Road Department joined the meeting.

Malard gave a presentation on a new CAT blade. Butler has a blade on the ground and it has 9.3 hours on it. Discussion was held on leasing vs owning. 6-year 7000-hour warranty was discussed. Discussion was held on maintenance agreements and keeping all blades under warranty. Discussion was held on getting help with Vision Link that keeps track of the blades. Pfaff described the issues he is having with his CAT blade. Discussion was held. Malard, Emmil, Vanepps, Pfaff left the meeting.

Tax Director Jim Albrecht joined the meeting regarding 2025 valuations. Albrecht stated we are at approximately 96%, which is in state compliance so he recommended no Ag land increase. Albrecht explained the multipliers for values. Discussion held. Albrecht left the meeting.

Emergency Manager Loren Lang joined the meeting for the chairman's signature for the multi hazard mitigation plan grant. This is required by FEMA to update the plan every 5 years. Discussion held on 36th Ave road project, grants and funding. Lang left the meeting.

Road department Robert Oster, Josh Jensen, Derrick Hanson, Kenny Pfaff, Garrett Pfaff joined the meeting. Commission would like ideas and suggestions to make things better, get grade pros used by all the blade operators. Discussion held on getting the emergency routes open and how they are going to do this. Flex time vs overtime was discussed. Discussion was held on moving 36th Ave SE, recalibrating the blades and working together to get the roads back in shape. Oster will schedule with John Deere to get the blades recalibrated. Service plans on the CAT blades were discussed. Discussion held on getting roads bladed and how long it takes to get done. Training was discussed on pulling shoulders, blading on corners and building roads. Oster, Jensen, Hanson, K. Pfaff, G. Pfaff left the meeting

Sheriff Barry Vannatta joined the meeting. Sheriff Vannatta handed in his reports and said Zach Horst will be starting January 15th as a new deputy. Discussion held. Vannatta left the meeting.

Treasurer Vickie Murray joined the meeting regarding the financial report and balance sheet. Blade loan was discussed. 25% of the taxes have been collected. The percentage is down because of the Primary Residents Credit which will be coming in June from the State. Blade loan interest was discussed. Mark Sand Choice Bank joined the meeting discussion was held. Sand left the meeting. Sand came back to the meeting and brought back loan numbers. Discussion was held on leasing vs buying out right. Loan interest rate is 5.7%. Sand left the meeting. Discussion held.

Friez made a motion to purchase a 2025 772G John Deere motor grader with a 6-year 7000-hour warranty from RDO with rear scarifier, seconded by Dronen, discussion was held on the scarifier, roll call vote: Guthmiller, aye, Dronen, aye, Friez, aye, motion carried.

Dronen made the motion to approve the financial reports, seconded by Friez, discussion, none, all in favor, aye, opposed, none, motion carried. Lakeside Grill & Bar liquor license was reviewed. Friez made the motion to grant Lakeside Grill & Bar a 2025 liquor license, seconded by Dronen, discussion, none, vote, all in favor, aye, opposed, none, motion carried.

Gaming permit application for Steele Fire Department raffle was reviewed. Dronen made a motion to grant the Steele Fire Department a raffle permit, seconded by Guthmiller, roll call vote: Guthmiller, aye, Dronen, aye, Friez abstained from vote because he submitted the raffle application. Motion carried.

Monthly State Aid was reviewed, discussion was held on the general fund. Guthmiller made a motion to leave the State Aid in the General Fund, seconded by Dronen, discussion, none, vote, all in favor, aye, opposed, none, motion carried.

Friez discussed increasing health insurance benefits to include 100% family policy, the goal is to try to recruit and maintain employees. County

already pays 100% single policies. Discussion held and tabled till February meeting.

Discussion was also held on employees having the option to take loans out against their retirement. Schoenhard will bring back more information to the next meeting.

Discussion on road crew flex time vs overtime. Flex time is being used and granted upon approval of the supervisor.

January bills were reviewed
Courthouse Payroll:
Commissioners, Courthouse, Weed Board, Back the Blue Grant

.. \$42,297.32
Less WH 3,388.92, SS 3,264.59,
State Tax WH 135.90,
Insurance 1,272.88, Deferred Compensation 2,075.00, FSA 100.00
.. \$30,440.16
Commissioner Approved Payroll:
General Fund, Hwy Tax Fund, Co. Agent, VSO, Co. Library:

.. \$40,636.34
Less WH 2,498.32, SS 3,134.60,
State Tax 51.54,
Insurance 1,707.39, Deferred Compensation 1,550.00

.. \$31,694.49
Choice Financial.....14,694.83
Susanna Ongstad.....75.00
Clare Heinze.....80.03
Cardmember Services.....1,944.98
WEX Bank52.00
Verizon426.03
Software Innovations4,850.00
NRG.....1,482.86

Beaver Creek Builders.....800.00
Menards.....814.09
Force America3.82
Asphalt Surface Tech Corp...29,856.00
Creative Products.....523.02
Pat Leier37.52
Guthmiller Earthmoving.....21,000.00
Jay Dukart80.00
Derrick Hanson.....80.00
Garrett Pfaff80.00
Kenneth HA Pfaff80.00
Personal Defense Center4,293.40
Stalker Radar.....14,990.50
Runnings199.99
Steele Auto Body5,084.33
Steele Ozone2,693.60
South Central Water.....43.00
AARC.....275.00
Bowman Insurance.....7,640.00
Cenex233.63
Central Dakota 6 County200.00
Charlie Johs.....290.95
Interstate Battery16.56
ITD867.55
Lewis & Clark RD&C6,811.28
Marlins Quick Stop254.36
NDACo14.00
NDACo5,610.00
NDACo11,660.84
ND Auditor & Treasurer Assoc...400.00
ND Commissioners Assoc.....1,085.00
NRG.....1,672.86
Office of Adjutant General ...10,936.98
Quill151.55
The Sidwell Company.....6,500.00
US Postal Service.....83.00
WEX Health70.00
Advanced Business Methods104.94
City of Steele328.84
Farmers & Merchants532.91
MDU2,246.37
Monica Fitterer.....10.50
NDACo200.00
Menards.....77.36
Annie Craven.....613.02
BEK Communications.....160.65
City of Steele90.02
City of Steele100.00
Choice Bank12.00
DEMCO102.10
Ingram765.06
MDU186.49
ND Library Assoc.....35.00
Steele Area Betterment30.00
Arena Welding603.45
Derrick Hanson.....53.74
Farmers & Merchants497.19
Farmers Union Oil Pettibone150.74
KEM Electric.....464.27
Mac's Hardware.....32.34
RDO Equip.1,875.17
Tappen Farm Supply194.43
Tappen Oil Company453.60

Discussion held on Charlie Johs broken window bill.
Discussion held on reimbursement for a 5lb propane tank and berthha touch.

Dronen made the motion to approve the January bills. Seconded by Friez. Vote 3-0. Motion carried.
Monthly reports were reviewed and signed: County Recorder: \$3,033.00
December 2024. County Sheriff: \$561.02
December 2024.

Discussion held on the elevator. Schoenhard will check on a maintenance plan.

Discussion held on summer blading in unorganized townships Liberty and Kickapoo.

With no further business before the board Dronen made the motion to adjourn the meeting at 7:05pm.

Read and approved this 14th day of February 2024.

/S/ Darrell Guthmiller,
Chairman Board of County Commissioners

/S/ Jean Schoenhard,
County Auditor

SPECIAL MEETING OF THE BOARD OF COUNTY COMMISSIONERS, KIDDER COUNTY, STEELE, NORTH DAKOTA January 29, 2025

Present: Commissioners Darrell Guthmiller Tim C. Dronen, Nick Friez , Auditor Jean Schoenhard, Becky Thatcher-Keller Emmons County Senior Services, Tony Holzer Emmons County Senior Services, Arlene Flanders, Mary Lou Hanson, Renee Kipp Burleigh County Senior Adults Program, Darla Roggenbuck Burleigh County Senior Adults Program, Codie Miller North Dakota Department of Health & Human Services, Myron Schulz, Bob Randal, Lorraine Wolf, Tina Kopriwa, Renee Schulz, Lauren Duvall, Linda Tolley, Renee Price Executive Director Kidder County Senior Services, Bonney Stroh Board Member Kidder County Council on Aging, Thelma Wall Board Member Kidder County Council on Aging, Mary Rohrich Secretary/Treasurer Kidder County Council on Aging, Diane Kinnischtzke Vice President Kidder County Council on Aging, Carl Knutson Board Member Kidder County Council on Aging, Tricia Steinke Kidder County District Health Unit Administrator, Richard Paolinelli Steele Ozone & Kidder County Press.

Chairman Commissioner Guthmiller called the meeting to order at 1:00pm in the Commissioners Room in the Kidder County Courthouse, Steele, ND

Pledge of Allegiance was recited.
Chairman Guthmiller asked for introductions

Subjects: Kidder County Council on Aging,
Senior Services Transit,
Kidder County Senior Services.

Renee Kipp Burleigh County Adults Program spoke first and is the regional overseer of 57 Senior Service Meal & Health sites including Kidder County. Kidder County has a contract with the Burleigh County Adults Program. Kipp started having issues with the Steele Senior Services site starting last summer. Kipp said Emmons County started their own Senior Services after incorrect protocol was done for closing the senior services location. Other issues were financial reports not handed in, audit not being done and handed in, transfer of levy money and other monies held by Kidder County Council on Aging that are the Emmons Senior Center share of funds. Kipp stated eighty-seven- and one-half percent of a mill ties to the food & nutrition program thru the state. There is also a need to know how money is processed when it comes in and how it goes out. Kipp also stated that there has been an issue with how the break out of financials have been done since 2020 and the financials will need to be redone to know how the money was spent for nutrition and transit.

Kipp said in January the Robinson senior services site was shut down without the correct protocol with notifications and plans on how to keep the meals and services going and Tuttle was not getting any support from the Steele office and there were issues there also. Transit also has had complaints. Kipp handed out paperwork and explained how money was given and spent for the region. Kidder County is a sub-contractor for nutrition with the Burleigh County Senior Adults Program. Contract cycle is July 1st to June 30th. State and the Region requires tracking of dollars spent and an account of meal supplies and number of meals served. Rohrich handed out Kidder Emmons Senior Services history, by laws and income and expense statement for 2022 and 2023. Rohrich explained the income and expense statement and how the transit counts the number of rides. Kipp stated she has asked for this information but has not received it yet and said nutrition money need to be in a nutrition fund and transit money needs to be in a transit fund and she has lost faith in the organization. Kipp is not ending services in our county but Kidder County needs to come up with a plan going forward.

Guthmiller asked Kipp why did she let this go on so long if there were these kinds of issues? Kipp relied when Robinson Senior Services was shut down this brought everything to the top. It is the director's responsibility to follow policy and procedures and this wasn't being done. The policy and procedure manual are on line and notices needs to be posted. Kip told the Commission many letters were sent to the Kidder Council on Aging and nothing was being done. Rohrich said these letters were turned over to the director to handle.

Options were discussed to get Robinson Senior Services up and running again and if the café would be interested in serving meals for the senior center. Discussion was held on how many seniors attended meals in Robinson.

Discussion was held on bookkeeping, financials, reviews of financials, nonprofit tax filings, wages and mileage.

Rohrich gave some history of Kidder Emmons Senior Services and said there is a savings account ear marked Emmons County. Discussion held.

Kidder County will give Emmons County Senior Services the money that is ear marked for Emmons County Senior Services today.

Guthmiller called for a recess at 3:15pm Rohrich and Holzer left the meeting

Resumed: 3:40pm all attendees in attendance except Bob Randal, Tina Kopriwa, Arlene Flanders, Mary Lou Hanson

Holzer and Rohrich closed out the saving account at First Community Credit Union and Kidder Council on Aging gave a check to Emmons County Senior Services for \$39,002.90. Thatcher-Keller explained what her director responsibilities are and what her role is at the Emmons Senior Services Center. Holzer and Thatcher-Keller left the meeting.

Commissioner Friez directed his concerns to Renee Price Senior Services Director and these concerns were: the need for transparency, what are the deficiencies, why the paper work was not sent in, why aren't the standards met and why the review that came wasn't sent to Kipp. Price said bookwork was being done at Dakota Customs for writing checks and reconciling the check book, now the books have been taken to Rhonda Meier for book keeping. Price didn't have an explanation for Friez's concerns on why things haven't been done. Discussion was held on the 990 form, no detail for the council. Kipp went thru the deficiencies. Price said the reason for the Linton and Robinson sites closing was the loss of cooks to cook the meals.

Rohrich explained the issues with the Emmons County Senior Center site.

Options were discussed for the Robinson site meals including possibly using the café for congregate meals, contracting meals out, possible using the Pettibone Senior Center.

A meeting is scheduled for February 10th at 1:30 at the Steele Senior Center for a plan of action, Commission will attend.

Discussion was held on how meetings are set up, accountability, chain of command and having a County Commissioner on the Council of Aging board.

Guthmiller had Rohrich read the by-laws to the group.

Kipp gave information to the Council on Aging Board and Commissioners on tax levies and limitations, Burleigh County by-laws, director's job description, Burleigh County Senior Adults program information and the role of the executive director.

More discussion was held on getting financials done and how to provide splits for transit and nutrition.

Discussion was held on benefits and board positions.

Discussion was held on transit vehicles being taken home, this was approved by the council so the vehicles could be kept indoors. Council will need to review this.

Guthmiller adjourned the meeting at 5:25pm

Read and approved this 14th day of February, 2025.

/S/ Darrell Guthmiller
Chairman Board of County Commissioners

/S/ Jean Schoenhard
County Auditor

Woodlawn Township

Annual Meeting March 18

2:00 - 3:00 pm

Equalization Meeting April 14

2:00 - 3:00 pm

Both meetings at the
Commissioner Room

Lori Schoenhard, Clerk