

**REGULAR MEETING OF CASS COUNTY BOARD OF COMMISSIONERS
APRIL 1, 2024**

1. MEETING CALLED TO ORDER

Chairman Chad M. Peterson called the meeting to order at 3:30 PM with all members present as follows: Tony Grindberg, Duane Breitling, Jim Kapitan, Mary Scherling, and Chad M. Peterson.

2. PLEDGE OF ALLEGIANCE

Taylor Kaushagen led the Pledge of Allegiance.

3. MINUTES APPROVED

MOTION, passed

Mr. Grindberg moved and Mr. Breitling seconded that the minutes of the previous meeting be approved as written. Motion carried.

4. AGENDA, Order approved

MOTION, passed

Mr. Grindberg moved and Mr. Kapitan seconded to approve the order of the agenda. Motion carried.

5. CONSENT AGENDA APPROVED

MOTION, passed

Mr. Breitling moved and Mr. Kapitan seconded to approve the consent agenda as follows: On roll call vote, the motion carried unanimously.

- a. Amend Commission Policy Manual Section 4.00 Advisory Boards and appoint Joseph Cecil to serve as the extra territorial jurisdiction representative on the Fargo Planning Commission for a five-year term ending July 1, 2028.
- b. Amend Commission Policy Manual Section 14.01 County Standing Committees to add the Cass County Building Committee members and appoint Information Technology Director Position currently held by Bob Henderson to the Building Committee.
- c. Adopt resolution #2024-04, proclamation for National Therapy Animal Day as follows:

**PROCLAMATION FOR NATIONAL THERAPY ANIMAL DAY
RESOLUTION #2024-04**

There are thousands of Pet Partners therapy animal teams serving in communities across the United States; and

WHEREAS, Pet Partners has designated April 30 as National Therapy Animal Day; and

WHEREAS, Pet Partners therapy animal teams in the Town of Fargo play an essential

role in improving human health and well-being through the human-animal bond; and

WHEREAS, Pet Partners therapy animal teams make millions of visits per year in settings such as hospitals, nursing homes, schools and hospice; and

WHEREAS, Pet Partners therapy animal teams interact with a variety of people in our community including veterans, seniors, patients, students facing literacy challenges, and those approaching end of life; and

WHEREAS, these exceptional therapy animals who partner with their human companions bring comfort and healing to those in need.

NOW, THEREFORE, as Chairman of the Board of Cass County Commissioners, I do hereby proclaim April 30, as National Therapy Animal Day in Cass County, North Dakota.

I encourage our citizens to celebrate our therapy animals and their human handlers.

Further, I publicly salute the service of therapy animal teams in our community and in communities across the nation.

PROCLAIMED AND APPROVED this 1st day of April, 2024.

- d. Approve a permit for firework display to be held at 9:00 PM on May 4, 2024, at Starr Fireworks, 10908 38th Street South in Horace, North Dakota.

- e. Authorize the Coroner's Office to complete an application for the 2024 BJA Strengthening the Medical Examiner-Coroner System Grant for a total amount of \$12,800.
- f. Authorize purchase of subscription with Infotech for the Appia software in the amount of \$8,400 for the Highway Department.
- g. Authorize the renewal of a 6-month county beer license for 4 Elements Enterprises, LLC d/b/a 4e Winery from May 1, 2024 to October 31, 2024; and for the Vineyard, LLC d/b/a Red Trail Vineyard from April 26, 2024 to October 26, 2024.
- h. Contract approval—
 - KLJ Engineering, Inc.—contract documents for preliminary and design engineering for structure replacement and incidentals for project in Normanna Township;
 - KLJ Engineering, Inc.— contract documents for preliminary and design engineering for structure replacement and incidentals for project in Rush River Township;
 - Advanced Striping and Sealcoating—contract documents for asphalt patching on various county roads.

6. PUBLIC COMMENT

RESTORE Executive Director, Kelsey Augustin was present and discussed a request for RESTORE to be heard on a future commission agenda to discuss a request for Cass County to provide funding assistance to the RESTORE Program. Ms. Augustin said RESOTRE is a non-profit organization that has been serving Cass County since 1992 monitoring probation sentences for East Central Judicial District Court. She said RESTORE's previous funding by the State for another program has been cut and RESORE requires \$70,000 per year to operate.

Mr. Peterson said Ms. Augustin should contact the Commission Office to be placed on an upcoming Commission agenda for discussion. County State's Attorney, Kim Hegvik was present and said RESTORE is an essential program to the State's Attorney's Office and District Court.

Hearing no further public comment, Mr. Peterson, moved on to the regular agenda items.

7. FARGO PAYMENT IN LIEU OF TAXES FOR BORDER STATES INDUSTRIES, INC., County to participate for up to a 10-year period

The Fargo City Assessor forwarded information to the Cass County Commission regarding an application received from Border States Industries, Inc. for a payment in lieu of taxes (PILOT) for a primary sector distribution facility located on six parcels of land on 43rd Street North and 42nd Street North in Fargo. The request is for a ten-year PILOT exemption with a 100 percent exemption of the building value from property taxes during the duration. The land would be fully taxable with an estimated value of \$4,347,000, and annual taxes of approximately \$59,100. The PILOT was considered by the Commission at their previous meeting held on March 18, 2024 and the board approved not participating in the incentive and to continue negotiating as described in N.D.C.C 40-05-24.

Fargo Director of Strategic Planning and Research, Jim Gilmour was present and said the City of Fargo Commission and Fargo Public School District approved participating in the incentive.

Greater Fargo Moorhead Economic Development Corporation (GFMEDC) Chief Business Development Officer, Ryan Aasheim was present and said the proposed development will create at least 58 full time employees with \$4.5 million in payroll expenses by year two. He said this project will be the fifth largest capital investment project the GFMEDC has worked on. He said the PILOT is required to offset the large costs of the land acquisition.

Border States Vice President of Operations, Tony Serati was present and said Border States was founded in 1952 and now has over 120 locations and employs over 3,000 individuals. He said Border States is an employee-owned company and has its headquarters in Fargo. He said Border States is implementing a distribution network strategy over the next five to seven years with an

anticipated growth of over \$10 billion by 2030. Mr. Serati said the proposed project is the first distribution center and Border States anticipates building four distribution centers over the next seven years. He said the distribution facility will be over 350,000 square feet and have at least 60 full time jobs. Mr. Serati said Border States would like to construct the distribution in Fargo, however, is exploring other locations due to competitive prices. He said the project would not be feasible without the PILOT incentive.

MOTION, passed

Mr. Breitling moved and Mr. Grindberg seconded to participate in the request for a payment in lieu of tax (PILOT) in the City of Fargo submitted by Border States Industries, Inc. on a new primary sector distribution facility located on six parcels of land on 43rd Street North and 42nd Street North in Fargo for up to a ten-year period. On roll call vote, the motion carried unanimously.

Mr. Grindberg said the PILOT incentive program was adopted by the legislature in 1974 via a special session. He said at the time, the intent was for primary sector businesses and the mission of incentive has changed over the years. He said he proposes the County work with the City of Fargo to discuss economic development.

8. SHERIFF, Central Cass School District Animal Assistance Intervention Program purchase approved

County Sheriff, Jesse Jahner was present and said Central Cass School District requested the Sheriff's Office assist the School District in implementing a schoolwide Animal Assistance Intervention Program. He said the program would utilize a K-9 to assist with mental health support services in the school. Mr. Jahner said the school district has worked to obtain and train the K-9, and will financially support the program and the K-9's food and medical needs. He said the request today is for the Sheriff's Office to purchase the kennel to equip the School Resource Officer's (SRO) vehicle for the K-9 in the amount of \$6,404.92. He said the current SRO will keep the dog at their home. He said the purchase can be absorbed into the Sheriff's Office 2024 budget.

Central Cass School District Superintendent, Morgan Forness was present and said having a full-time SRO at Central Cass has significantly improved the school district and its relationship with the Sheriff's Office. He said the Animal Assistance Intervention Program has proven in other schools to be an effective tool to disengage and calm students during times of escalation by decreasing stress and increasing connections.

MOTION, passed

Mr. Kapitan moved and Mr. Breitling seconded to approve the program and funding of a kennel for the squad car in the amount of \$6,404.92 to be used for the Animal Assisted Intervention Program for the Central Cass School District. On roll call vote, the motion carried unanimously.

9. COMMISSION POLICY MANUAL, Procurement and grants administration policy adopted

County Administrator, Robert Wilson was present and said the County engaged Eide Bailly to create a procurement policy for County purchases. He said the purpose of the policy is to ensure the County complies with state and federal requirements when making purchases and utilizing state and federal funds. Mr. Wilson said if the requirements are not met, there are negative impacts to the County's single audit and potential to receive federal funds. He said the policy defines three levels of purchasing less than \$10,000 are micro-purchases, small purchases are up to \$200,000, and more than \$200,000 are formal purchases. He said a notable change the policy allows compared to the current purchasing policy is increasing Department Head spending authority without Commission approval if it is included within the current years budget from \$5,000 to \$10,000.

County Finance Director, Brandy Madrigga was present and said the policy presented is more robust than what was originally intended. She said it is important for all departments to follow the policy going forward.

Mr. Peterson said he supports the policy to comply with regulations. He said he struggles to change Department Head spending from \$5,000 to \$10,000. Ms. Madrigga said \$10,000 was chosen for ease of going with federal guidelines for micro-purchases. Mrs. Scherling said she likes having the opportunity to review the County's vouchers and hear from departments about purchases. She said reviewing purchases educates Commissioners on what is going on in departments. Mrs. Scherling said changing the limit to \$10,000 is a missed opportunity.

MOTION, passed

Mr. Grindberg moved and Mr. Breitling seconded to adopt Commission Policy Manual Section 11.00 Procurement and Grants Administration with purchases over \$5,000 requiring Commission approval; and remove Commission Policy Manual Section 14.83 Purchase Orders. On roll call vote, the motion carried unanimously.

10. VOUCHERS, Approved

MOTION, passed

Mr. Kapitan moved and Mr. Peterson seconded to approve Voucher No. 342279 through Voucher No. 342443 for a total of \$489,245.05. On roll call vote, the motion carried unanimously.

11. MEETING UPDATES, Committee reports

Commissioners and staff reported on meetings they have attended or will be attending in the upcoming weeks.

12. ADJOURNMENT

MOTION, passed

On motion by Mr. Kapitan, seconded by Mr. Breitling and all in favor, the meeting was adjourned at 4:19 PM.

ATTEST:



Brandy Madrigga, County Finance Director
Cass County, North Dakota

APPROVED:



Chad M. Peterson, Chairman
Cass County Board of Commissioners

RESOLUTION RECORD

RESOLUTION ALLOWING CLAIMS & ORDERING PAYMENT THEREOF

WHEREAS, the County Finance Director, Brandy Madrigga, has audited and the departments have approved the following claims against the County of Cass, and have certified that such claims are properly payable by the said County, and that the said County Finance Director has verified such claims to be paid and has satisfied herself that such bills and claims are proper charges against the County of Cass;

NOW, THEREFORE, be it resolved by the County Commissioners of the County of Cass, North Dakota, that the following bills and claims be and thereby are, ordered but paid on check numbers 342279-342443 for a total of \$489,245.05.


BE IT FURTHER RESOLVED, that the County Finance Director be, and hereby is authorized and directed to draw checks and electronic payments for the above claims from the respective funds as herein indicated, and that the County Finance Director be, and she hereby is, authorized to execute and deliver such checks and electronic payments.

The above and foregoing resolution was offered at a regular meeting of the County Commissioners held on the 1 day of April, 2024 by Commissioner Kapitan, who moved its adoption, was seconded by Commissioner Peterson, and adopted by the following vote:

Ayes: 5
Nays: 0

WHEREUPON, the resolution was duly declared adopted.

Approved:


County Finance Director

PAYMENT REGISTER

342279-342443

ACCOUNT NUMBER	DEPARTMENT	DATE	CHECK	VENDOR NAME	AMOUNT	DESCRIPTION
101-1501-4015701-	Administrator	3/11/2024	342292	PETERS, TRACY J.	661.58	REIMB 6/23-6/26/24 SHRM 2024
101-1501-4015702-	Administrator	3/11/2024	342292	PETERS, TRACY J.	2,095.00	REIMB 6/23-6/26/24 SHRM 2024
101-1501-4015901-	Administrator	3/11/2024	342292	PETERS, TRACY J.	200.00	REIMB 6/23-6/26/24 SHRM 2024
101-1501-4016101-	Administrator	3/11/2024	342387	ENGRAPHIX	29.95	NOTARY STAMP
101-1501-4016101-	Administrator	3/13/2024	342419	PRECISION PRINTING OF MINNESOTA INC	95.00	500 LETTERHEAD CASS COUNTY CEMETERIES
101-1503-4014305-	Administrator	3/20/2024	342417	OTIS ELEVATOR COMPANY	645.96	MAINT SRV 4/1-6/30/24
101-1503-4014701-	Administrator	3/20/2024	342394	GRAINGER, W.W.	314.40	FLUORESCENT, 32W, T8
101-1503-4016104-	Administrator	3/14/2024	342426	SCHEELS HOME & HARDWARE	14.97	COURTHOUSE SUPPLIES
101-1504-4014701-	Administrator	3/14/2024	342379	BERGSTROM ELECTRIC, INC.	127.50	JAIL SPRINKLER SYSTEM WORK
101-1504-4014701-	Administrator	3/14/2024	342440	WALZ ENTERPRISES	400.00	INMATE ESCAPE JAIL REPAIR
101-1504-4014701-	Administrator	3/20/2024	342374	ACCURATE CONTROLS	1,343.38	HARDING TMM 641-121-1 MICROPHONE
101-1504-4014701-	Administrator	3/20/2024	342379	BERGSTROM ELECTRIC, INC.	38,000.00	LIGHTING UPGRADE - JAIL
101-1001-4015401-	Commission	3/15/2024	342383	COLUMN SOFTWARE PBC	347.32	MAR 4 MEETING MINUTES
101-1001-4015813-	Commission	3/25/2024	342372	KAPITAN, JIM	368.58	REIMB 3/19-3/20/24 NDCCA
101-1001-4015814-	Commission	3/25/2024	342369	BREITLING, DUANE R	255.94	MILEAGE 3/19-3/20/24 BISMARCK
101-1002-4013303-	Commission	3/18/2024	342418	PEARSON CHRISTENSEN PLLP	9,649.00	SERVICES 1/12-2/21/2023
101-1002-4013307-	Commission	3/14/2024	342378	BARKUS LAW FIRM, P.C.	3,500.00	MENTAL HEALTH SVCS
101-1002-4013307-	Commission	3/14/2024	342408	MARQUART, ANDREW S	198.00	SERVICES 3/6-3/7/2024
101-1002-4013307-	Commission	3/14/2024	342408	MARQUART, ANDREW S	630.00	SERVICES 2/15-2/20/2024
101-1002-4013323-	Commission	3/12/2024	342427	SEVERSON, WOGSLAND & LIEBL, PC	662.00	08-23031.001
101-1002-4015501-	Commission	3/20/2024	342346	WILSON, ROBERT	151.09	REIMB 2/28-3/20/24
101-1003-4015112-	Commission	3/18/2024	342389	FARGO CASS PUBLIC HEALTH	75,881.50	FEB24 CASS COUNTY REPORT
233-1007-4016202-	Commission	3/22/2024	342349	CASS COUNTY ELECTRIC CO-OP	5.80	ELEC CHRGS 01/31-02/29/24
242-1008-4013313-JAILPD	Commission	3/15/2024	342376	AMERICAN ENGINEERING TESTING, INC.	255.00	CASS COUNTY JAIL PROJECT
242-1008-4013313-JAILPD	Commission	3/15/2024	342405	KLEIN MCCARTHY ARCHITECTS	17,925.33	PROFES SVSC 1/1-1/31/2024
101-3201-3640103	Coroner	3/26/2024	342373	OLSON FUNERAL HOME INC	30.00	REFUND - DANA AMALA
211-4001-4013301-	County Road & Bridge	3/21/2024	342414	ND DEPT. OF TRANSPORTATION	190.70	BRIDGE INSPECTION/LOAD RATING
211-4001-4014103-	County Road & Bridge	3/8/2024	342287	XCEL ENERGY	1,831.86	GAS-1201 WEST MAIN AVE
211-4001-4014103-	County Road & Bridge	3/8/2024	342288	XCEL ENERGY	228.29	GAS-BUFFALO SHOP
211-4001-4014403-	County Road & Bridge	3/21/2024	342421	RDO EQUIPMENT CO.-FARGO	13,400.00	MOTOR GRADERS
211-4001-4014506-CH2305.01	County Road & Bridge	3/15/2024	342413	MUSCHA PAVEMENT MARKING, INC.	7,239.21	EST NO 4-FINAL
211-4001-4014601-	County Road & Bridge	3/13/2024	342421	RDO EQUIPMENT CO.-FARGO	105.00	TOPCON SERVICE
211-4001-4014701-	County Road & Bridge	3/15/2024	342439	VINCO, INC.	1,461.28	UPDATE LIGHTING IN VAULTS
211-4001-4014701-	County Road & Bridge	3/21/2024	342402	JOHNSON CONTROLS, INC.	843.80	REPAIR FIRE ALARM
211-4001-4015701-	County Road & Bridge	3/15/2024	342429	STAMNESS, MATTHEW	59.00	PER DIEM
211-4001-4016130-	County Road & Bridge	3/15/2024	342390	FASTENAL COMPANY	14.94	SHOP SUPPLIES
211-4001-4016130-	County Road & Bridge	3/21/2024	342390	FASTENAL COMPANY	94.64	SHOP SUPPLIES
211-4001-4016130-	County Road & Bridge	3/21/2024	342411	MENARDS	62.84	SHOP SUPPLIES
211-4001-4016130-	County Road & Bridge	3/21/2024	342411	MENARDS	218.71	SHOP SUPPLIES
211-4001-4016130-	County Road & Bridge	3/21/2024	342411	MENARDS	348.17	SHOP SUPPLIES

PAYMENT REGISTER

342279-342443

ACCOUNT NUMBER	DEPARTMENT	DATE	CHECK	VENDOR NAME	AMOUNT	DESCRIPTION
211-4001-4016301-	County Road & Bridge	3/21/2024	342393	GLYCOL SOLUTIONS INC	280.00	A-80 EXTENDED LIFE
211-4001-4016302-	County Road & Bridge	3/15/2024	342375	ALLSTATE PETERBILT OF FARGO	160.16	FILTER
211-4001-4016302-	County Road & Bridge	3/21/2024	342377	AUTO VALUE	27.99	PARTS
211-4001-4016302-	County Road & Bridge	3/21/2024	342407	LIGHT AND SIREN	2,667.00	LIGHTBAR
211-4001-4016302-	County Road & Bridge	3/21/2024	342407	LIGHT AND SIREN	2,667.01	LIGHT BAR
211-4001-4016302-	County Road & Bridge	3/21/2024	342442	WEST SIDE STEEL	156.19	SHOP SUPPLIES
211-4001-4017415-	County Road & Bridge	3/15/2024	342401	JAMES KOTA, INC.	11,975.00	TRAILER
248-4006-4015310-	County Road & Bridge	3/22/2024	342365	VERIZON WIRELESS	704.12	WIRELESS SERV 3/15-4/14
248-4006-4015501-	County Road & Bridge	3/21/2024	342397	HOLIDAY INN- FARGO	970.20	FM DIVERSION CONFERENCE 3/14
248-4006-4015501-	County Road & Bridge	3/21/2024	342397	HOLIDAY INN- FARGO	1,044.20	FM DIVERSION CONFERENCE 3/13
248-4006-4015801-	County Road & Bridge	3/20/2024	342327	PAULSEN, JOEL	80.86	ASFPM MEMBERSHIP, LUNCH RRVA, SUBSCRIPTION
248-4006-4015801-	County Road & Bridge	3/20/2024	342327	PAULSEN, JOEL	828.13	REIMB 3/11-3/15/24 2024 P3 CONFERENCE
248-4006-4015906-	County Road & Bridge	3/20/2024	342327	PAULSEN, JOEL	180.00	ASFPM MEMBERSHIP, LUNCH RRVA, SUBSCRIPTION
101-3701-4015104-	Emergency Management	3/21/2024	342406	KLJ ENGINEERING LLC	32,151.66	2024 MULTI HAZARD MITIGATION
101-3701-4016301-	Emergency Management	3/25/2024	342366	WEX BANK	48.08	GAS 02/2/24-3/23/24
101-3701-4016302-	Emergency Management	3/25/2024	342366	WEX BANK	7.00	GAS 02/2/24-3/23/24
101-4501-4015801-	Extension	3/25/2024	342368	BERNTSON, APRIL	131.32	April Berntson's Mileage from 1/31 to 3/20
101-4502-4013778-	Extension	3/15/2024	342403	DIANE JORGENSON	425.00	Diane Jorgenson's February Timesheet
101-4502-4013778-	Extension	3/15/2024	342443	WIENCKOWSKI, DENISE	432.10	Denise Wienckowski's February Expenses
101-4502-4013778-	Extension	3/15/2024	342443	WIENCKOWSKI, DENISE	580.00	Denise Wienckowski's February Timesheet
101-4502-4015801-	Extension	3/21/2024	342361	ERICKSON, JEANNE	479.43	Jeanne Erickson's flight reimbursement for a training in September
219-4503-4015704-	Extension	3/18/2024	342398	IDIGITAL, LLC	200.00	Billboard advertisement for Connect 4 Family parenting event
219-4503-4015704-	Extension	3/21/2024	342395	HANSON, JONAH	200.00	Payment for theatrical reading at the Connect 4 Family parenting event
219-4503-4015704-	Extension	3/21/2024	342423	SALVESON, JEFFERY	100.00	Payment for balloon twisting at the Connect 4 Family parenting event
101-2101-4015305-	Finance	3/12/2024	342399	INFORMATION SYSTEMS, CORP.	56.80	WAN ACCESS
101-2101-4016501-	Finance	3/15/2024	342283	ND ASSOCIATION OF COUNTIES	1,093.00	2023 ML PROGRAM FEES
101-2103-4015305-	Finance	3/12/2024	342399	INFORMATION SYSTEMS, CORP.	21.30	WAN ACCESS
101-2103-4015801-	Finance	3/11/2024	342282	MADRIGGA, BRANDY	351.14	REIMBURSE 3/7-38/24 BI-ANNUAL SOS ELEC TRAINING
101-2103-4015801-	Finance	3/14/2024	342359	DULLEA, MAURICE	76.70	REIMB 3/6-3/8/24 ELECTION CONFERENCE
101-2103-4015801-	Finance	3/14/2024	342432	STROH ARCHITECTS	76.70	REIMB TRVL 3/6-3/8/24
401-2105-4013310-23HIGHWAYRE	Finance	3/12/2024	342432	STROH ARCHITECTS	1,358.00	ARCH & ENGINEER SERV
401-2105-4017201-TAXREMODEL	Finance	3/14/2024	342412	MORRIS PAINTING & DECORATING INC	1,633.00	PAINT TOUCH UPS TAX EQUALIZATION OFFICE
420-2105-4017304-	Finance	3/25/2024	342371	ELM RIVER JOINT WATER RESOURCE DIST	1,341.74	ELM RIVER DAM NO. 3
420-2105-4017304-	Finance	3/25/2024	342371	ELM RIVER JOINT WATER RESOURCE DIST	2,375.61	ELM RIVER DAMS 1 AND 2
504-2108-4016302-	Finance	3/14/2024	342385	CORWIN CHRYSLER DODGE	68.37	OIL CHG
202-5010-4015802-	Human Service Zone	3/15/2024	342290	BOLLINGER, GAIL	112.10	Travel 3/12-3/14
202-5010-4015805-	Human Service Zone	3/15/2024	342290	BOLLINGER, GAIL	252.59	Travel 3/12-3/14
202-5010-4015906-	Human Service Zone	3/20/2024	342353	ND HUMAN SERVICE ZONE DIRECTORS	200.00	Organizational Membership Association Dues

PAYMENT REGISTER

342279-342443

ACCOUNT NUMBER	DEPARTMENT	DATE	CHECK	VENDOR NAME	AMOUNT	DESCRIPTION
202-5010-4016101-	Human Service Zone	3/20/2024	342428	SHORTPRINTER	59.90	Bus cards-D Holmes, K Sorenson
202-5031-4013701-	Human Service Zone	3/20/2024	342339	FLATEN, JASMINE	9.68	Travel 2/1-2/29
202-5031-4013701-	Human Service Zone	3/20/2024	342339	FLATEN, JASMINE	38.43	Travel 1/4-1/31
202-5031-4015802-	Human Service Zone	3/20/2024	342339	FLATEN, JASMINE	29.50	Travel 2/1-2/29
202-5031-4015805-	Human Service Zone	3/20/2024	342339	FLATEN, JASMINE	198.99	Travel 2/1-2/29
202-5031-4015805-	Human Service Zone	3/20/2024	342339	FLATEN, JASMINE	708.86	Travel 1/4-1/31
202-5031-4015805-	Human Service Zone	3/20/2024	342344	VELEZ, DARLA	148.07	Travel 2/26-3/15
202-5033-4013703-	Human Service Zone	3/18/2024	342415	NEE-NEE'S LOVING CARE NURSERY	390.00	Daycare Feb 2024
202-5033-4013703-	Human Service Zone	3/18/2024	342415	NEE-NEE'S LOVING CARE NURSERY	585.00	Daycare-February 2024
202-5034-4015802-	Human Service Zone	3/14/2024	342280	HOLMES, DAIJAH	188.80	Travel 2/2-2/27
202-5034-4015805-	Human Service Zone	3/14/2024	342280	HOLMES, DAIJAH	77.05	Travel 2/2-2/27
202-5034-4015805-	Human Service Zone	3/15/2024	342291	HILTWEIN, RACHAEL	137.35	Travel 2/5-3/13
202-5036-4013751-	Human Service Zone	3/15/2024	342382	CITY OF FARGO	600.00	20 packs-single ride bus passes
101-1801-4015305-	Information Technology	3/12/2024	342399	INFORMATION SYSTEMS, CORP.	71.00	WAN ACCESS
101-1801-4015306-	Information Technology	3/12/2024	342399	INFORMATION SYSTEMS, CORP.	2,400.00	WAN ACCESS
101-1801-4015702-	Information Technology	3/14/2024	342289	PROFESSIONAL DEVELOPMENT ACADEMY, LLC	1,500.00	REGISTRATION BRADY BRUDVIK
101-1804-4014311-	Information Technology	3/14/2024	342437	UKG KRONOS SYSTEMS LLC	1,260.00	SOFTWARE SUB 2/13-3/12/24
101-1804-4015305-	Information Technology	3/12/2024	342399	INFORMATION SYSTEMS, CORP.	12.10	WAN ACCESS
101-0000-1410000	Non-Departmental	3/18/2024	342430	STAPLES ADVANTAGE	1,130.26	TONER
101-0000-1430000	Non-Departmental	3/20/2024	342301	AMERICAN MAIL HOUSE, INC.	6,477.50	POSTAGE 2/20-3/19/2024
101-0000-2026000	Non-Departmental	3/15/2024	342285	SHARON M MULSKE	188.46	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/15/2024	342286	WIRE PROPERTY LLC	10.00	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/18/2024	342297	SMERUD, DENNIS T OR LAURIE J	6.00	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342303	BETTYE J HOFF	1,060.02	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342304	BEVA MAE HANSEN	966.66	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342305	BONNIE K NAGEL	572.85	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342306	CAROL E UDART	1,267.97	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342307	DANIEL L JOHNSON	1,267.97	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342311	DEBRA J HILL	1,267.97	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342312	DENNIS L OLSON	536.77	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342313	DONALD C OR JUDITH C NELSON	2,535.93	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342314	EUGENE A OR SUSAN K BROWN	1,267.96	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342315	JAMES E ELLISON	812.82	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342316	JOAN MAE STOCK	1,288.91	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342317	JOSEPH WAMBACH	688.67	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342318	JOYCE C FRY	1,267.96	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342319	JUDITH E HERZOG	1,267.96	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342320	KENNETH BARTZ	2,545.67	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342322	LEX SCHAUER	2,535.93	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342325	OPAL S GRUNEWALD	1,241.59	OVERPAYMENT

PAYMENT REGISTER

342279-342443

ACCOUNT NUMBER	DEPARTMENT	DATE	CHECK	VENDOR NAME	AMOUNT	DESCRIPTION
101-0000-2026000	Non-Departmental	3/19/2024	342326	PAUL A CHRISTENSON	1,267.96	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342328	RANDI D WAGNER	1,228.49	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342329	RAYMOND H SIMON	1,695.94	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342330	RICKY L OR VERNICE K HELGESON	1,267.96	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342331	SHIRLEY R HANSON	1,267.96	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342332	STEVEN G OR MARVELENE KITZMAN	2,535.93	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342333	STEVEN J OR PATRICIA A AAKRE	1,241.59	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342334	VICKI A UNTERSEHER	161.27	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342335	WILLIAM D BREHM	2,535.93	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/19/2024	342342	JOYCE A DAHLEN	1,626.94	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/20/2024	342341	JEANNE K WAALEN	1,267.98	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/21/2024	342340	JAMES G HILL	212.89	OVERPAYMENT
101-0000-2026000	Non-Departmental	3/22/2024	342350	CHOICE BANK	205.78	OVERPAYMENT
659-0000-4010100-	Non-Departmental	3/15/2024	342284	QUAD CORP	21.60	REFUND K.JENSEN
659-0000-4010100-	Non-Departmental	3/19/2024	342294	ABST LAW (ANDERSON BOTTRELL SANDEN THOMPSON)	1,436.41	REFUND ACCELERATED GREEN WORKS INC.
659-0000-4010100-	Non-Departmental	3/19/2024	342295	HANNAH LEE HANNEMAN	11.50	REFUND S.BENSER
659-0000-4010100-	Non-Departmental	3/19/2024	342298	STANLEY CRAIG GRAFSGAARD	101.60	REFUND R.DOBBS
659-0000-4010100-	Non-Departmental	3/20/2024	342308	DAVID ALAN KAWASAKI	31.60	REFUND T.CASPERSON
659-0000-4010100-	Non-Departmental	3/20/2024	342309	DAVID ALAN KAWASAKI	31.60	REFUND T.PEARSON
659-0000-4010100-	Non-Departmental	3/20/2024	342310	DAVID ALAN KAWASAKI	31.60	REFUND J.BAILEY
659-0000-4010100-	Non-Departmental	3/20/2024	342321	LEIGHTON DOUGLAS WELLENTIN	41.60	REFUND E.REED
659-0000-4010100-	Non-Departmental	3/20/2024	342323	MARK GAGNER	96.24	REFUND A.SHOCK
659-0000-4010100-	Non-Departmental	3/21/2024	342336	ABRAHAM TAMBA KOLLIE	31.60	REFUND G.KOLLIE
659-0000-4010100-	Non-Departmental	3/21/2024	342343	TUNAPU UREY JOHNSON	14.80	REFUND W.JOHNSON
659-0000-4010100-	Non-Departmental	3/22/2024	342347	ADAM GENE SATHER	31.60	REFUND OFFICER CROUSE
659-0000-4010100-	Non-Departmental	3/22/2024	342348	ADAM GENE SATHER	31.60	REFUND B.HINES
659-0000-4010100-	Non-Departmental	3/22/2024	342351	CODY WAYNE POGUE	38.30	REFUND T.POGUE
659-0000-4010100-	Non-Departmental	3/25/2024	342355	ANGEL AMOURA EDWARDS	45.00	REFUND I.SHIELDS
659-0000-4010100-	Non-Departmental	3/25/2024	342356	ANGEL AMOURA EDWARDS	24.90	REFUND I.SHIELDS
659-0000-4010100-	Non-Departmental	3/25/2024	342360	DURANSKE LAW FIRM	34.95	REFUND CAMPBELL PROPERTIES
659-0000-4010100-	Non-Departmental	3/25/2024	342364	SAIFEE KULA SWARAY	34.95	REFUND MUSU STEPHANIE ANNA COLE
659-0000-4010100-	Non-Departmental	3/26/2024	342367	AUBREY NICOLE ADAIR	34.95	REFUND S.HORKY
660-0000-4010100-	Non-Departmental	3/21/2024	342423	SALVESON, JEFFERY	150.00	Payment for balloon twisting at the Connect 4 Family parenting event
660-0000-4010100-	Non-Departmental	3/21/2024	342434	THE PAINTED TURTLE FACE PAINTING	280.00	Face painting services for the Connect 4 Family parenting event
239-2302-4015801-	Recorder	3/19/2024	342324	MOELLER, DEBORAH	1,010.46	TRVL CHARLESTON 3/5-3/11/24 PRIA CONF
101-3502-4013311-	Sheriff	3/15/2024	342283	ND ASSOCIATION OF COUNTIES	800.00	SPECIAL OPS FUND 2024
101-3502-4013502-	Sheriff	2/22/2024	342425	SANFORD OCCUPATIONAL MEDICINE	-259.00	12/31/2023 752943-CR
101-3502-4013502-	Sheriff	2/29/2024	342425	SANFORD OCCUPATIONAL MEDICINE	2,737.00	LAW ENF & EMPLOYMT EXAMS
101-3502-4015303-	Sheriff	3/14/2024	342279	CASS COUNTY ELECTRIC CO-OP	201.00	SERV; RADIO TOWER, ELM ST

PAYMENT REGISTER

342279-342443

ACCOUNT NUMBER	DEPARTMENT	DATE	CHECK	VENDOR NAME	AMOUNT	DESCRIPTION
101-3502-4015701-	Sheriff	3/15/2024	342281	KORSMO, DAN	262.20	TRVL; CONF 3/4-3/7; ALBANY NY
101-3502-4015701-	Sheriff	3/20/2024	342345	WIEDENMAN, JACOB	4,544.00	NAT'L FORENSIC ACAD; 1/6-3/16/2024
101-3502-4016108-	Sheriff	3/12/2024	342400	J & L SPORTS, INC.	48.49	SHIRTS, JACKET
101-3502-4016301-	Sheriff	3/25/2024	342366	WEX BANK	18,376.25	GAS 02/2/24-3/23/24
101-3502-4016302-	Sheriff	3/21/2024	342392	GATEWAY CHEVROLET	88.24	OIL CHANGE; SQ 67
101-3502-4016302-	Sheriff	3/21/2024	342438	VALVOLINE INSTANT OIL CHANGE	242.17	OIL CHG, REPLC FLUIDS; SQ 86
101-3502-4016302-	Sheriff	3/21/2024	342438	VALVOLINE INSTANT OIL CHANGE	262.46	OIL CHG, REPLC FLUIDS; SQ 80
101-3502-4016302-	Sheriff	3/21/2024	342438	VALVOLINE INSTANT OIL CHANGE	330.36	OIL CHG, FLUIDS, FLTR; SQ 92
101-3502-4016302-	Sheriff	3/25/2024	342366	WEX BANK	199.34	GAS 02/2/24-3/23/24
101-3502-4016303-	Sheriff	3/21/2024	342392	GATEWAY CHEVROLET	2,314.60	MUFFLER, BRAKE PDS/RTRS; SQ 31
101-3510-4013302-	Sheriff	3/18/2024	342389	FARGO CASS PUBLIC HEALTH	58,917.20	FEB24 JAIL NURSE SERVICES
101-3510-4013306-	Sheriff	2/29/2024	342425	SANFORD OCCUPATIONAL MEDICINE	747.00	LAW ENF & EMPLOYMT EXAMS
101-3510-4013502-	Sheriff	3/21/2024	342389	FARGO CASS PUBLIC HEALTH	908.60	TUBERSOL FEB 2024
101-3510-4013502-	Sheriff	3/21/2024	342420	QUALITY INN- BISMARCK	96.30	ROOM - TANNER COPPIN - 3/7/24
101-3510-4013502-	Sheriff	3/21/2024	342424	SANFORD HEALTH	391.79	MEDICAL SERVICES - FEB, 2024
101-3510-4013502-	Sheriff	3/21/2024	342436	TRADEMARK UNIFORMS	147.46	CLOTHING FOR NURSE HEATHER HAARSTAD
101-3510-4013502-	Sheriff	3/22/2024	342388	FAMILY HEALTHCARE CENTER	2,767.00	MEDICAL SERVICES - FEB, 2024
101-3510-4013502-	Sheriff	3/22/2024	342410	MCKESSON MEDICAL SURGICAL	78.14	SUTURE REMOVAL TRAYS AND NAIL CLIPPERS
101-3510-4013750-	Sheriff	3/21/2024	342433	SUMMIT FOOD SERVICE, LLC	12,208.86	MEALS 3/2/24 - 3/8/24
101-3510-4013750-	Sheriff	3/21/2024	342433	SUMMIT FOOD SERVICE, LLC	12,389.65	MEALS 3/9/24 - 3/15/24
101-3510-4013753-	Sheriff	3/13/2024	342357	CHRISTOPHER BUNGE	94.40	MEALS; TRNSPT; PEKIN IL;
101-3510-4013753-	Sheriff	3/13/2024	342362	TROY HISCHER	94.40	TRVL;TRANSPT;PEKIN IL;3/8-3/9
101-3510-4013753-	Sheriff	3/20/2024	342352	DEVRIES, MICHAEL	325.70	TRVL; TRANSPT; COCOA BEACH FL
101-3510-4013756-	Sheriff	3/13/2024	342337	CASS COUNTY JAIL	994.00	JAIL/DORM WRK PAY 3/12/2024
101-3510-4013756-	Sheriff	3/20/2024	342337	CASS COUNTY JAIL	952.00	JAIL/DORM WRK PAY 3/19/2024
101-3510-4014601-	Sheriff	3/21/2024	342396	HOBART SALES AND SERVICE	2,026.76	REPAIRED SKILLET / BRAISING PAN
101-3510-4015701-	Sheriff	3/22/2024	342363	RINGS, ALEXANDRIA	141.60	REIMB 3/17-3/20/24 TRAINING
101-3510-4015801-	Sheriff	3/21/2024	342420	QUALITY INN- BISMARCK	96.30	ROOM - A. FROBIG - 3/7/24
101-3510-4016104-	Sheriff	3/21/2024	342422	REDWOOD TOXICOLOGY LABORATORY, INC.	29.50	TESTING ON N. SCHAFFER 2/5/24
101-3510-4016108-	Sheriff	3/12/2024	342400	J & L SPORTS, INC.	48.49	SHIRTS, JACKET
101-3511-4013309-	Sheriff	3/21/2024	342441	WEST CENTRAL REGIONAL JUV. CENTER	51,348.00	HOUSING OF JUVENILES - FEB, 2024
221-3508-4018101-CCDTF	Sheriff	3/21/2024	342391	CADE FRANKLIN	200.00	OFFICE CLEANING; 03/06/2024
247-3509-4013309-	Sheriff	3/14/2024	342386	CUMMINS SALES AND SERVICE	1,916.91	SRVC CALL GENERATOR
247-3509-4015001-	Sheriff	3/20/2024	342384	COMMSCOPE TECHNOLOGIES LLC	660.00	DETAILED ANALYSIS/PCN/APPLICATION PREPARATION
247-3509-4016202-	Sheriff	3/18/2024	342296	OTTER TAIL POWER COMPANY	153.08	ELEC CHRGS 2/09-3/11/24
247-3509-4016202-	Sheriff	3/22/2024	342358	CASS COUNTY ELECTRIC CO-OP	788.00	ELEC CHRGS 1/31-2/29/2024
101-3101-4013313-	States Attorney	3/13/2024	342380	Chrysalis Behavioral Health Services and Training Center	250.00	Expert Witness Testimony
101-3101-4013320-	States Attorney	3/18/2024	342404	KELLY SERVICES, INC.	1,020.00	Temp Employee Hours
101-3101-4015305-	States Attorney	3/13/2024	342435	THOMSON REUTERS-WEST PAYMENT CENTER	545.08	Computer Charges
101-3101-4015305-	States Attorney	3/13/2024	342435	THOMSON REUTERS-WEST PAYMENT CENTER	2,688.40	Online Research Charge

PAYMENT REGISTER

342279-342443

ACCOUNT NUMBER	DEPARTMENT	DATE	CHECK	VENDOR NAME	AMOUNT	DESCRIPTION
101-3101-4015801-	States Attorney	3/13/2024	342354	STEINER, DEREK	203.00	Admin Travel Costs & Per Diem
101-3101-4015801-	States Attorney	3/18/2024	342299	TRAIER, JOSHUA	127.30	Employee Reimbursement
101-3101-4015801-	States Attorney	3/18/2024	342300	VAN HORN, JASON	315.50	Employee Reimbursement
101-3101-4016101-	States Attorney	3/13/2024	342416	ODP BUSINESS SOLUTIONS, LLC	721.31	Office Supplies
101-3101-4016401-	States Attorney	3/13/2024	342409	MATTHEW BENDER & CO., INC.	211.21	Reference Books
225-3102-3716503	States Attorney	3/20/2024	342338	CITY OF FARGO	129.60	CASE 22-50551 MISTAKEN FORFEITURE DISBURSEMENT
232-4004-4014102-	Vector Control	3/8/2024	342293	XCEL ENERGY	121.99	GAS-BLDG 1
101-5070-4015801-	Veterans Service	3/20/2024	342302	BAKER, ANTHONY C	107.87	TRVL GRAND FORKS 3/18/24 VET COURT
231-4003-4014101-	Weed Control	3/25/2024	342370	CITY OF WEST FARGO	21.00	WATER/SEWER
231-4003-4016101-	Weed Control	3/15/2024	342381	CINTAS	12.26	MAT RENT
					489,245.05	TOTAL