



Cell phones ringing? Get ready to
donate \$5 to the Scholarship Fund.

AGENDA ILG BOARD OF DIRECTORS

Thursday, December 11, 2025 – 8:30 AM
NDACo County Office Building – 1661 Capitol Way

8:30 AM	CALL TO ORDER	ILG President Trudy Ruland
(Trudy)	PLEDGE OF ALLEGIANCE	
(Genny)	ROLL CALL	
(Trudy)	INTRODUCTION OF NEW BOARD MEMBERS Howdy Lawlar, McKenzie County Commissioner (Mentor: Scott Ouradnik) Jarret Van Berkom, Burke County Commissioner (Mentor: Trudy Ruland) Neal Messer, NDCCA President & Stark County Commissioner	
(Trudy)	APPROVE ORDER OF AGENDA	ACTION
(Trudy)	REVIEW OF MINUTES Meeting of August 28, 2025 <i>POSTED ~ Page 3</i>	ACTION
(Genny/ Angie/Aaron)	FINANCIAL REPORT & 2026 BUDGET ~ <i>Page 5</i> ILG List of Payments	ACTION
(Jeff/Genny)	SCHOLARSHIP FUND REPORT ~ <i>Page 10</i>	
(Trudy)	OTHER BUSINESS	
	ADJOURN	

“ACTION” indicates formal motion may be required.

- RECOMMENDED MOTIONS -

**ILG BOARD MEETING
OF
DECEMBER 11, 2025**

- Minutes of August 28: Motion to approve the minutes of the August 28, 2025 ILG Board meeting.
- Financial Report: Motion to approve the financial report including ILG Account checks 4575 through 4582 and ACH payments made from July through October 2025, and the 2026 ILG Budget as presented by the Finance Committee.

**Meeting Minutes
ILG Board of Directors
August 28, 2025
NDACo County Office Building**

President Tenneson called the meeting to order at 10:45 AM. After the pledge of allegiance, the President asked Linda to take roll call. A quorum was declared.

Members Present:	Jayme Tenneson	Trudy Ruland
Nick Moser	Becky Hagel	Joan Hollekim
Shirley Murray	Tiffany Harr	Kelly Palm
Erica Johnsrud	Dana Larsen	Kim Jacobson
Don Flaherty	Chad Kaiser	Tony Grindberg
Scott Ouradnik	Robert Wilson	Jamee Folk
Joshua Frey	Aaron Mork	

Members Absent:	Beau Anderson	Stanley Dick
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Also Present:	Aaron Birst, NDACo Executive Director
	Linda Svihovec, NDACo Staff
	Michelle Tabbert, NDACo Staff
	Angie Wentland, NDACo Staff
	Jeff Eslinger, NDACo Staff

Tenneson introduced new Board member Tiffany Harr, Eddy County Clerk of District Court, who is the new Clerks representative on the Board. Tiffany was welcomed to the Board.

President Tenneson called for review of the proposed agenda. Ouradnik moved to approve the agenda as printed. The motion was seconded and passed on a voice vote.

The President then asked for a review of the minutes of the December 12, 2024, meeting. Wilson moved to approve the minutes as printed and distributed. The motion was seconded and passed on a voice vote.

Tenneson asked Angie to present the Financial Report. Angie explained the current ILG financials and the list of payments written since the last meeting. She noted the balance sheet and schedule of revenues and expenditures and then highlighted the list of payments and reported the current fund balance. It was moved by Larsen to accept the Financial Report, including ACH payments made from November 2024 through June 2025. The motion was seconded and passed on a voice vote. There was discussion regarding the balance of the ILG Scholarship Fund and other ways to generate revenue including passing the hat, giving vendors an opportunity to donate to the fund, eliminate door prizes and donate those funds to the scholarship fund instead. Angie also reported that Form 990-N has been filed with the IRS.

Jeff was asked to present the Scholarship Fund Report. He shared the names of the 2025 Scholarship winners and the addition of a dunking booth at the annual conference as a scholarship fundraiser.

The President then explained the election cycle for ILG Officers was changed several years ago to better coincide with the changing of NDACo officers, and this meeting of the ILG Board includes the election of officers. It was moved by Flaherty to nominate Trudy Ruland as President, Chad Kaiser as Vice President, and Aaron Birst as Secretary/Treasurer and that nominations cease, and the secretary cast a unanimous ballot for the proposed slate to be effective on October 28, 2025. The motion was seconded and passed on a voice vote.

There being no further business, the meeting was declared adjourned at 11:10 AM.

Approved by Board Resolution: _____
Aaron Birst, Secretary

Date: _____

Institute of Local Government
Combined Statement of Revenues and Expenditures
For Period Ending October 31, 2025

Institute of Local Government				See Notes:
	2025 Actual Year-to-Date	2025 Budget	% of Budget	
REVENUES				1)
Scholarship Program Revenue	9,473.22	9,500.00	99.7%	2)
Interest Income	24.27	0.00	0.0%	
TOTAL REVENUES	9,497.49	9,500.00	100.0%	
EXPENDITURES				
Scholarship Program Expense	12,045.00	12,500.00	96.4%	2)
TOTAL EXPENDITURES	12,045.00	12,500.00	96.4%	
EXCESS REV OVER EXPEND.	(2,547.51)	(3,000.00)		

Suggested Motion: Motion to accept financial reports

**Institute of Local Government
Balance Sheet
As of October 31, 2025**

Assets		<u>Amount</u>	<u>See Notes:</u>
Current Assets			
Cash		5,413.41	3)
Certificates of Deposit (Operating & Scholarship Fund)		40,402.47	4)
Accounts Receivable		0.00	
Prepaid Expenses		0.00	
NDACo Scholarship Fund		17,011.95	5)
Total Current Assets		<u>62,827.83</u>	
Noncurrent Assets			
Total Noncurrent Assets		0.00	
TOTAL ASSETS		<u>62,827.83</u>	
Liabilities & Fund Balances			
Current Liabilities			
Accounts Payable		0.00	
Total Current Liabilities		<u>0.00</u>	
TOTAL LIABILITIES		0.00	
Fund Balances			
Undesignated		23,226.40	
NDACo Scholarship Fund		42,148.94	5)
Excess Rev Over Expenditures		<u>(2,547.51)</u>	
TOTAL FUND BALANCES		62,827.83	
TOTAL LIABILITIES & FUND BALANCES		<u>62,827.83</u>	

Suggested Motion: Motion to accept financial reports

Institute of Local Government

October 31, 2025



Notes to the Financial Statements:

- 1) We are through 10 out of 12 months; revenues and expenses should typically be near 83% of budget to be on target. The only active program in ILG currently is the Scholarship Program.
- 2) The Scholarship Program Revenues to date are \$9,473. There will be an additional \$1,000 in Scholarship CD Interest Income booked this year. We expect the scholarship program will have approximately \$1,500 expenses greater than income for the year. Per board direction, we will be covering the shortfall with the Scholarship Fund Reserves.
- 3) Cash represents the amount of money in the Institute of Local Government general fund.
- 4) The General Operating and Scholarship Funds maximize interest income by carrying CD's. The general fund CD is \$15,265 at 4.25% interest and will mature in February 2026. The Scholarship Fund has one CD as of 10/31/25 in the amount of \$25,137 at 4% interest maturing in May 2026. We are also starting a new \$15,000 Scholarship Fund CD for 6 months at 3.7% in December 2025, to maximize interest earnings.
- 5) The NDACo Scholarship Fund Savings Account holds enough funds to maintain cash flow. Overall, the Scholarship Fund balance is \$42,149.

CHECK LISTING FOR ILG GENERAL FUND

JULY 2025 - OCTOBER 2025

JULY			
4575	AIDEN MILLER & NDSCS	SCHOLARSHIP	\$2,000.00
4576	MYLA LYNN WITT & NDSCS	SCHOLARSHIP	\$2,000.00
4577	KARTER HATZENBUHLER & UND	SCHOLARSHIP	\$2,000.00
4578	MARTIN HEBERLIE & BSC	SCHOLARSHIP	\$2,000.00
4579	HOLDYN JACOBSON & UNV OF JAMESTOWN	SCHOLARSHIP	\$2,000.00
4580	ADDISON STRONG & NDSU	SCHOLARSHIP	\$2,000.00
AUGUST			
ACH	ND ASSOCIATION OF COUNTIES	BILLING	\$10.00
4581	CITY OF BISMARCK	BILLING	\$25.00
OCTOBER			
4582	KIRKWOOD BANK AND TRUST	CONFERENCE CASHBOX	\$340.00

Approved by motion of the Board of Directors.

Secretary: _____ Date: _____

**SUGGESTED MOTION: "MOTION TO APPROVE ILG FUND CHECK 4575-4582
AND ACH PAYMENT DURING THIS TIME PERIOD."**

INSTITUTE OF LOCAL GOVERNMENT

2026 PROPOSED BUDGET



	2025 Budget	Est. 2025 Year-End	2026 Proposed
REVENUES			
Scholarship Program	9,500	10,520	10,500
Transfer of Reserves-Scholarship Program	3,000	1,505	2,000
TOTAL REVENUES	12,500	12,025	12,500
EXPENDITURES			
<i>ILG Program Expenses</i>			
Scholarship Program	12,500	12,025	12,500
TOTAL EXPENDITURES	12,500	12,025	12,500
EXCESS REV OVER EXPEND.	0	0	0

Suggested Motion: Motion to accept proposed 2026 ILG Budget

Institute of Local Government



Notes for the 2026 Budget:

2025 scholarship contributions were better than budget by about \$1,000; and expenses were \$475 less than budgeted. We have budgeted for 2026 similar to 2025 year-end amounts.

We will be using \$1,505 from reserves to cover expenses for 6 scholarships awarded in 2025.

The year-end Scholarship Fund balance will be about \$43,150 at the end of 2025. So far, we have been directed by the board to continue 6 scholarships of \$12,000.

For comparative information; 2023's Scholarship shortfall was \$3,083 and 2024's was \$2,635. These shortages came out of the Scholarship Reserves.

**INSTITUTE OF LOCAL GOVERNMENT
SERVICE REPORT: Scholarship Fund
December 2025**

(Report submitted to the Board of Directors by Genny and Jeff.)

PROGRAM UPDATE:

The NDACo Scholarship Fund awarded six \$2,000 scholarships in 2025. The fundraising efforts at the annual conference along with scholarship donations raised \$8,888 (a new record!) Currently, the Scholarship Fund has a balance of approximately \$43,150 after scholarship expenses of \$12,025. Scholarship reserves of \$1,505 were transferred to cover scholarship costs in 2025.

The 2026 scholarship application has been updated and is available on the NDACo website, and a notification has been sent to the ND University System about the scholarships. The application is now entirely online, which should help reduce a lot of manual handling. Several applications have already been received for 2026.



North Dakota Association of Counties Board of Directors Meeting

- A G E N D A -

Cell phones ringing? Get ready to
donate \$5 to the Scholarship Fund.

Thursday, December 11, 2025 – 8:45 A.M.
NDACo County Office Building – 1661 Capitol Way

8:45 AM	CALL TO ORDER	President Chad Kaiser
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Roll Call	Genny	
Approve Order of Agenda	Chad	ACTION
Board Warm-Up Question / Board Member Introductions	<i>POSTED ~ Page 15</i>	Chad

CONSENT AGENDA	Chad	ACTION
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Approve Minutes of August 28 & October 27, 2025 Board Meetings and
October 28, 2025 Delegate Council *POSTED ~ Page 16*

Administrative Services

Financial Services

NDACo General Fund List of Checks (#38719 – 38801) *POSTED ~ Page 23*

DJS Grant List of Checks (#8007 - 8041) *POSTED ~ Page 27*

Year-to-Date Financials *POSTED ~ Page 28*

Cooperative Services

County Financial Partnerships *POSTED ~ Page 32*

Tractor Lease Program

Traffic Safety Resource Prosecutor (TSRP)

Vision Zero Outreach Program (VZOP)

Member Association Management Agreements (MAMA)

County Employer Group (CEG) *POSTED ~ Page 37*

NACo/FSC *POSTED ~ Page 39*

Nationwide Retirement Solutions

NDACo Mailbag *POSTED ~ Page 40*

LEGISLATIVE SERVICES <i>POSTED ~ Page 54</i>

Impacts of Caps Linda/Donnell

Interim Committee Activities Aaron/Donnell

BACKGROUND

Governance ~ *Page 63*

Review of Board Policies *Projector*..... Genny

Signing of Conflict of Interest Disclosure Statement *POSTED ~ Page 65*

2026 Committee Assignments *POSTED ~ Page 67*..... Chad

2025 Individual Board Member Self-Evaluation Results *POSTED ~ Page 68*.. Kim

2025 Board Governance Appraisal/New Board Member Appraisal Kim

(OVER)

ADMINISTRATIVE SERVICES

Financial Services

Adoption of 2026 Budget *POSTED ~ Page 69* Nick/Aaron/Genny/Angie **ACTION**

COOPERATIVE SERVICES

County Financial Partnerships *POSTED ~ Page 74*

Next Generation 9-1-1 Jason

Indirect Cost Reimbursement Services Sara

MEMBER SERVICES

2025 Annual Conference Report *POSTED ~ Page 76* Jeff

Summary Evaluation Results Jeff

Conference Photos **Projector (To be shown during meeting or lunch)**

2025 County Commissioners Summit Aaron

Member Outreach

County Tours *POSTED ~ Page 78* Aaron/Michelle

OLD BUSINESS

National Participation/NACo Board/WIR ~ *Page 79* Robert/Stamley/Scott

NEW BUSINESS

2026 Board Meeting Dates *POSTED ~ Page 81* Chad/Aaron **ACTION**

Board Meeting Evaluation Chad

ADJOURN

“**ACTION**” indicates formal motion may be required.

Mission: “The North Dakota Association of Counties provides leadership and services to foster effective and efficient government for the good of all counties.”

Vision: “NDACo will be a recognized leader in proactively addressing challenges and opportunities affecting local governments.”

- RECOMMENDED MOTIONS -

**NDACo BOARD MEETING
OF
DECEMBER 11, 2025**

- Consent Agenda: Motion to approve the items on the Consent Agenda as presented including approval of the minutes from the August 28, 2025 and October 27, 2025 Board of Directors meetings and the October 28, 2025 Delegate Council Meeting, as well as the NDACo General Fund checks #38179 through #38801, DJS Account checks #8007 through #8041 and ACH payments made from July through October 2025.
- 2026 Budget: Motion to approve the 2026 NDACo Budget as presented by the Finance Committee.
- 2026 Meeting Dates: Motion to approve the following Board meeting dates for 2026: April 30, August 27, October 12 & 13 and December 10.

REPORTS NOT PLANNED

- ❑ Strategic Planning Process
- ❑ Personnel Services
- ❑ Publication Services (Website (www.ndaco.org); County News; County Officials Directory; County Salary, Staffing & Fringe Benefit Survey; Leader Letter, Common Ground; Social Media and Legislative Blog)
- ❑ Professional Development
- ❑ NRG Technology Services
- ❑ NDIRF
- ❑ Indirect Cost Reimbursement Service
- ❑ Drug & Alcohol Program
- ❑ GIS
- ❑ Special Operations Team Reimbursement
- ❑ Public Administrator Support Services (PASS)
- ❑ Juvenile Justice

NDACo Board Warm-Up

December 2025

(Question submitted to the Board of Directors by President Kaiser.)

What impacts did you see from the 3% caps this last budget cycle?

*Note: Please keep your comments to **two minutes or less**.*

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

President Kaiser would like to start the December NDACo Board meeting with a Board Warm-Up question. The question is designed to get all members actively involved in the meeting discussions that will follow.

Please Note: There is no right or wrong answer to the Board Warm-Up question.

Meeting Minutes
NDACo Board of Directors
August 28, 2025
NDACo County Office Building

President Ruland called the meeting to order at 11:10 AM and declared a quorum based on the ILG roll call just taken.

Members Present:	Jayme Tenneson	Trudy Ruland
Nick Moser	Becky Hagel	Joan Hollekim
Shirley Murray	Tiffany Harr	Kelly Palm
Erica Johnsrud	Dana Larsen	Kim Jacobson
Don Flaherty	Chad Kaiser	Tony Grindberg
Scott Ouradnik	Robert Wilson	Jamee Folk
Joshua Frey	Aaron Mork	

Members Absent:	Beau Anderson	Stanley Dick
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Also Present:	Aaron Birst, NDACo Executive Director
	Linda Svihovec, NDACo Staff
	Michelle Tabbert, NDACo Staff
	Angie Wentland, NDACo Staff
	Sara Cote, NDACo Staff
	Lisa Jahnger, NDACo Staff
	Alisha Adolf, NDACo Staff
	Jeff Eslinger, NDACo Staff

Ruland asked if there were any requests for changes to the agenda. There were no suggested changes. Moser moved to approve the agenda as printed. The motion was seconded and passed on a voice vote.

Ruland asked for consideration of the Consent Agenda. Larsen moved to approve the Consent Agenda, including the Board Meeting Minutes from May 29, 2025, NDACo General Fund checks #38590 through #38718, DJS Fund checks #7988 through #8006 and ACH payments made from April through June 2025. The motion was seconded and passed on a voice vote.

Angie was asked to explain the federal 990 form required of not-for-profit corporations and respond to questions. It was moved by Ouradnik to accept the 2024 NDACo form 990 as presented. The motion was seconded and passed on a voice vote.

Finance Committee Chair Chad Kaiser presented proposals for annual audit from Brady Martz, Eide Bailly and Widmer Roel, with five-year cost ranging from \$202,456 to \$286,500. He noted that Brady Martz had included a six-year proposal of \$248,940. Kaiser recommended awarding contract with Brady Martz for a six-year total of \$248,940. A motion was made by Kaiser to accept the proposal from Brady Martz for auditing services.

President Ruland called on Governance Committee Chair Nick Moser to give the Governance Report. Moser began with explaining the process to identify a candidate for NDACo 3rd Vice President. He announced that they are recommending Foster County Commissioner Becky Hagel for 3rd Vice President. Ouradnik moved approval of the nomination. The motion was seconded and passed on a voice vote.

Moser then indicated that the Governance Committee reviewed, but is not recommending, any changes to the Constitution and By-Laws. He continued with a review of the results of the 2024 Board of Director's Governance Appraisal and the New NDACo Board Member Appraisal. He noted that the Governance Committee has suggested NDACo look for new tools to get better, more personal comments. He finished with mentioning that the Individual Board Member Self-Evaluation is included in the meeting materials and asked all Board members to complete and turn it in before leaving today's meeting.

Under the County Financial Partnerships Report, Sara began by providing an update on the Indirect Cost Reimbursement Services. She shared that a software vendor had been selected to support preparation of the cost allocation plans and informed the Board of additional progress she has made. Lisa Jahner was then asked to review the Juvenile Justice Grant Administration Report.

Alisha was invited to present the Professional Development Report, providing attendance numbers on various trainings and explaining multiple partnerships that have been developed. She highlighted that strong demand continues for webinar recordings and announced that approximately 150 hour-level award recipients will be honored at the conference.

Jeff was next asked to report on the Annual Conference Planning. He shared workshop topics that are planned and the keynote speaker. He continued with an update on the number of exhibitors and sponsors that are confirmed. Aaron continued the report with an update on the pre-conference caucus meetings and the need for the regional commissioner representatives to find a day and time for their caucus to be held. Aaron also noted that no Board Gathering would be held on the opening day of the convention this year. Michelle finished with reminders to register for the conference and that no room block is reserved at the Radisson for Board members.

Ruland, Hollekim and Aaron discussed the County Tours that have taken place this summer and noted that one tour is planned yet for September and another one for October.

Aaron was called on to review the Legislative Services Report. He gave a summary of interim committee activities. Aaron noted that the NDCCA Resolutions Committee is scheduled to meet on Monday, September 15th. He went over the one new resolution they'll be considering, along with the 2024 adopted resolutions. Aaron concluded with a report on the expenditures related to legislative activity.

Under New Business, the next Board Meeting date of December 11, 2025, was announced with a quick reminder of the conference schedule, particularly to participate

in the Delegate Council Breakfast and Meeting on Tuesday, October 28. The President instructed the members to complete their Board meeting evaluation.

There was no further business, so the meeting was declared adjourned at 12:15 PM.

Approved by: _____

Date: _____

Meeting Minutes
NDACo Board of Directors
October 27, 2025
Bismarck Event Center – Prairie Rose Room 102

President Ruland called the meeting to order at 4:30 PM and asked for a calling of the roll.

Members Present:

Trudy Ruland	Jamee Folk
Stanley Dick	Josh Frey
Aaron Mork	Erica Johnsrud
Kelly Palm	Chad Kaiser
Jayne Tenneson	Robert Wilson
Nick Moser	Dana Larsen Don
Flaherty	

Members Absent:

Tony Grindberg	Tiffany Harr
Howdy Lawlar	

Also Present:

Aaron Birst, NDACo Executive Director

President Ruland noted that the purpose of today's meeting is to address resolutions forwarded for consideration by member associations.

President Ruland asked Aaron to go through the resolutions and discuss if any changes were made by the County Commissioners Association. Aaron reviewed the resolutions that have been moved ahead by the North Dakota County Commissioners Association.

2025-01 Local Government Budget Restrictions
2025-02 Cooperative Services
2025-03 Local Correctional Funding
2025-04 Public Employees Retirement System
2025-05 Engineering and Architectural Costs
2025-06 Commercial Driver's License for County Road Workers
2025-07 911 Services
2025-08 Child Welfare Workers
2025-09 Social Services Redesign
2025-10 Auditing Plans
2025-11 Wetland Mitigation
2025-12 Law Enforcement Recruitment and Retention

Aaron noted that the Commissioners at their Business Meeting had amended 2025-01 Local Government Budget Restrictions, removing the words “or modify” from the last sentence.

Aaron indicated 2025-01 will now read as follows.

Amended Resolution

2025-01. Local Government Budget Restrictions. Recently the Legislature capped the property tax dollars that can be spent on local services. One size fits all solutions are rarely effective or fair. Local ELECTED officials know their communities’ needs better than anyone and should be left with the most flexibility in financial decisions. This Association supports efforts to remove ~~or modify~~ the 3% caps enacted in 2025 to better suit the local communities.

Dana Larsen mentioned that the Engineers and Highway Superintendents had some difficulty with 2025-06 CDL requirements as they believe CDLs are important for traffic safety reasons. Ouradnik explained some commissioners had the same questions, but the resolution doesn’t call for any specific law change but is just looking for ways to help make it easier for counties to hire CDL drivers.

After a brief discussion, it was moved by Tenneson and seconded by Ouradnik to recommend resolutions 2025-01 through 2025-12 as modified by the County Commissioners Association to the Delegate Assembly. The motion passed unanimously on a voice vote.

There being no additional business to address, President Ruland adjourned the meeting at 4:50 PM.

Approved by: _____

Date: _____

Meeting Minutes
NDACo Delegate Council Assembly
October 28, 2025
Bismarck Event Center – Main Level Hall A

President Trudy Ruland (Mountrail County Commissioner) called the 2025 meeting of the NDACo Delegate Council to order at 7:40 AM and appointed Aaron Birst, NDACo Executive Director, as Parliamentarian for the meeting.

The President noted the minutes of the previous meeting have been reviewed and approved by the Convention Minutes Committee. She then introduced the officers of the Association and asked them to stand and be recognized.

The President then called on NDACo Executive Director Aaron Birst to deliver his report on the Association. Aaron provided a brief summary about the conference, staff and activities NDACo is focusing on in the coming year.

After thanking Aaron, the President called for the Standing Committee reports, beginning with the Governance Committee report.

Governance Committee Chair Nick Moser (Cavalier) started the Governance Committee report by addressing their duties as the Nominating Committee. He presented the following slate of candidates for delegate consideration:

- For President: Chad Kaiser, Stutsman County Sheriff
- For 1st Vice President: Nick Moser, Cavalier County Commissioner
- For 2nd Vice President: Kim Jacobson, Agassiz Valley Human Service Zone Director
- For 3rd Vice President: Becky Hagel, Foster County Commissioner

He then asked three times for further nominations for any of the positions on the ballot. Hearing none, Stan Dick (Cavalier) moved that all nominations cease and accept the slate of candidates presented. Terry Goerger (Richland) seconded and the motion passed on a voice vote.

The President thanked the Governance Committee for their work and congratulated those elected.

Ruland asked Past President Jayme Tenneson to deliver the Resolutions Report on behalf of the Committee. He began by reading the titles of all the printed resolutions recommended for adoption, noting the amendment to 2025-01 passed at the NDCCA Annual Business Meeting yesterday, October 27, 2025, to remove the words “or modify” from the resolution.

2025 Proposed Resolutions:

- 2025-01 Local Government Budget Restrictions
- 2025-02 Cooperative Services
- 2025-03 Local Correctional Funding

2025-04 Public Employees Retirement System
2025-05 Engineering and Architectural Costs
2025-06 Commercial Driver's License for County Road Workers
2025-07 911 Services
2025-08 Child Welfare Workers
2025-09 Social Services Redesign
2025-10 Auditing Plans
2025-11 Wetland Mitigation
2025-12 Law Enforcement Recruitment and Retention

Amended Resolution

2025-01. Local Government Budget Restrictions. Recently the Legislature capped the property tax dollars that can be spent on local services. One size fits all solutions are rarely effective or fair. Local ELECTED officials know their communities' needs better than anyone and should be left with the most flexibility in financial decisions. This Association supports efforts to remove or modify the 3% caps enacted in 2025 to better suit the local communities.

After reading the titles of the individual resolutions proposed by the Resolutions Committee and the amendment made by the County Commissioners, Tenneson asked if any should be withdrawn for separate discussion and action. Don Flaherty (Dickey) requested Resolution 1 on Local Government Budget Restrictions not be amended to remove the words "or modify" and the resolution be left as originally recommended for adoption by the Resolutions Committee. Tenneson asked for a vote to not remove the words "or modify" from the resolution and the motion failed.

The President then asked for adoption of all resolutions in one motion. Jessica Alonge (Stutsman) moved that all resolutions be adopted. The motion was seconded by Scott Ouradnik (Slope) and the motion passed on a voice vote.

President Ruland then introduced the new officers and then recognized three new board members: Tiffany Harr (Eddy) is replacing Wanda Knutson (Mercer), Howdy Lawlar (McKenzie) is replacing Beau Anderson (Williams), and Jarret Van Berkum (Burke) is filling the Region II position on the Board now that Ruland is moving to Past President. Plaques were awarded to outgoing Board members: Wanda Knutson, Beau Anderson and Jayme Tenneson.

The President invited newly elected President Chad Kaiser to the podium to receive the gavel and begin his Presidency. Kaiser presented outgoing President Trudy Ruland with a gift and plaque in recognition of her year as President.

President Kaiser provided comments regarding his start as President. He continued with some quick reminders about what was coming up next at the conference. There being no further business, President Kaiser adjourned the 2025 Delegate Council meeting

Approved by: _____

Date: _____

CHECK LISTING FOR NDACO GENERAL FUND

JULY 2025 - OCTOBER 2025

JULY			
38719	NDIT	BILLING	\$636.83
38720	WORKFORCE SAFETY	CEG BILLING	\$673.69
38721	BROOKE LARSON	VZOP BILLING	\$1,400.00
38722	WILL LARSON	VZOP BILLING	\$400.00
38723	GRAND FORKS REGIONAL AIRPORT	VZOP BILLING	\$700.00
38724	CENTRAL REGION EDUCATION ASSOC	DJS BILLING	\$66,985.41
38725	AE2S	GRANT CONSULTING BILLING	\$2,500.00
38726	TRANSTRASH	BUILDING BILLING	\$203.00
ACH	GUARDIAN ANGELS INC.	PASS BILLING	\$66,600.00
ACH	BURLEIGH COUNTY AUDITOR	VZOP BILLING	\$9,434.93
ACH	CASS COUNTY AUDITOR	VZOP BILLING	\$298.74
ACH	CATHOLIC CHARITIES NORTH DAKOTA	PASS BILLING	\$61,980.00
ACH	DAKOTA CARRIER NETWORK	BILLING	\$16,827.81
ACH	EIDE BAILLY LLP	BILLING	\$1,785.00
ACH	FAMILY ADVOCACY SERVICES	PASS BILLING	\$27,040.00
ACH	GUARDIAN & PROTECTIVE SERVICES INC	PASS BILLING	\$56,840.00
ACH	GRAND FORKS COUNTY AUDITOR	VZOP BILLING	\$12,208.33
ACH	LIGHTHOUSE ASSOCIATES, INC.	PASS BILLING	\$1,200.00
ACH	LUTHERAN SOCIAL SERVICE OF MN	PASS BILLING	\$66,600.00
ACH	VERONICA MILLER	PASS BILLING	\$5,400.00
ACH	MORGAN PRINTING, INC	BILLING	\$1,411.67
ACH	NORTHSTAR GUARDIANSHIP	PASS BILLING	\$920.00
ACH	NDACO RESOURCES GROUP	BILLING	\$4,724.28
ACH	OPPORTUNITY FOUNDATION INC.	PASS BILLING	\$6,600.00
ACH	PRESORT PLUS	BILLING	\$186.88
ACH	STUTSMAN COUNTY AUDITOR	VZOP BILLING	\$11,043.16
ACH	COMMERCIAL CARD SOLUTIONS	BILLING	\$181,658.42
38727	IDAHO ASSOCIATION OF COUNTIES	BILLING	\$1,411.57
38728	TRANE U.S. INC.	BUILDING BILLING	\$498.00
38729	UGPTI	BILLING	\$500.00
38730	CLEARWATER COMMUNICATIONS, INC.	BILLING	\$1,312.00
38731	NDPHIT	BILLING	\$360.00
38732	NODAK RACING CLUB INC	VZOP BILLING	\$1,500.00
38733	BADLANDS BIG STICKS BASEBALL CLUB LLC	VZOP BILLING	\$6,000.00
38734	NORSK HOSTFEST	VZOP BILLING	\$4,000.00
38735	AE2S	GRANT CONSULTING BILLING	\$2,500.00
38736	D&S LLC	BUILDING BILLING	\$28,530.23
38737	SACCHO	SACCHO BILLING	\$1,668.86
ACH	CASS COUNTY AUDITOR	VZOP BILLING	\$11,233.78
ACH	EIDE BAILLY LLP	BILLING	\$3,375.00
ACH	JOAN HOLLEKIM	BOARD VOUCHER	\$302.40
ACH	MCKENZIE COUNTY AUDITOR	NACO TRAVEL VOUCHER	\$1,500.00
ACH	MORGAN PRINTING, INC	BILLING	\$1,061.64
ACH	NDACO RESOURCES GROUP	BILLING	\$4,473.75
ACH	ROBERT WILSON	BOARD VOUCHER	\$2,116.88
ACH	STANLEY J. DICK	BOARD VOUCHER	\$1,213.36
ACH	STARK COUNTY AUDITOR	VZOP BILLING	\$3,270.67
ACH	WARD COUNTY AUDITOR	VZOP BILLING	\$10,192.30
AUGUST			
ACH	COMMERCIAL CARD SOLUTIONS	BILLING	\$178,044.02
ACH	GUARDIAN ANGELS INC.	PASS BILLING	\$66,900.00
ACH	BURLEIGH COUNTY AUDITOR	VZOP BILLING	\$9,204.82
ACH	CASS COUNTY AUDITOR	VZOP BILLING	\$9,830.03

AUGUST			
ACH	CATHOLIC CHARITIES NORTH DAKOTA	PASS BILLING	\$62,900.00
ACH	DAKOTA CARRIER NETWORK	BILLING	\$16,828.34
ACH	FAMILY ADVOCACY SERVICES	PASS BILLING	\$27,000.00
ACH	GUARDIAN & PROTECTIVE SERVICES INC	PASS BILLING	\$56,220.00
ACH	LIGHTHOUSE ASSOCIATES, INC.	PASS BILLING	\$1,160.00
ACH	LUTHERAN SOCIAL SERVICE OF MN	PASS BILLING	\$67,800.00
ACH	MGT IMPACT SOLUTIONS	INDIRECT COST BILLING	\$20,750.00
ACH	VERONICA MILLER	PASS BILLING	\$5,400.00
ACH	NORTHSTAR GUARDIANSHIP	PASS BILLING	\$1,800.00
ACH	OPPORTUNITY FOUNDATION INC.	PASS BILLING	\$6,600.00
ACH	PRESORT PLUS	BILLING	\$194.50
ACH	STUTSMAN COUNTY AUDITOR	VZOP BILLING	\$9,030.27
ACH	TRUDY RULAND	BOARD VOUCHER	\$158.80
38738	NDIT	BILLING	\$1,422.39
38739	WORKFORCE SAFETY	CEG BILLING	\$250.00
38740	BROOKE LARSON	VZOP BILLING	\$200.00
38741	MINOT BASEBALL LLC	VZOP BILLING	\$2,000.00
38742	TRANSTRASH	BUILDING BILLING	\$203.00
38743	ND AUDITORS & TREASURERS ASSOCIATION	AUD/TRES CONF BILLING	\$6,309.55
38744	DWIGHT DRISCOLL	CO TOUR BILLING	\$60.00
38745	HORACE BOOSTER CLUB	VZOP BILLING	\$5,000.00
38746	VOIDED CHECK	VOIDED CHECK	\$0.00
38747	NDACO RESOURCES GROUP	BILLING	\$2,016.72
ACH	GRAND FORKS COUNTY AUDITOR	VZOP BILLING	\$10,156.46
ACH	RAMSEY COUNTY AUDITOR	WC SFTY DISCNT/DIV CREDIT	\$19,126.54
ACH	STARK COUNTY AUDITOR	VZOP BILLING	\$11,722.61
ACH	WARD COUNTY AUDITOR	VZOP BILLING	\$9,607.50
ACH	AARON MORK	BOARD VOUCHER	\$349.00
ACH	BECKY SUE HAGEL	BOARD VOUCHER	\$293.00
ACH	CHAD KAISER	BOARD VOUCHER	\$125.00
ACH	DON FLAHERTY	BOARD VOUCHER	\$371.40
ACH	DANA LARSEN	BOARD VOUCHER	\$125.00
ACH	ERICA JOHNSRUD	BOARD VOUCHER	\$384.00
ACH	JAMEE FOLK	BOARD VOUCHER	\$230.00
ACH	JOSHUA FREY	BOARD VOUCHER	\$391.00
ACH	JOAN HOLLEKIM	BOARD VOUCHER	\$125.00
ACH	JAYME TENNESON	BOARD VOUCHER	\$335.00
ACH	KIM JACOBSON	BOARD VOUCHER	\$161.00
ACH	KELLY PALM	BOARD VOUCHER	\$357.40
ACH	NICHOLAS MOSER	BOARD VOUCHER	\$489.00
ACH	ROBERT WILSON	BOARD VOUCHER	\$125.00
ACH	STANLEY J. DICK	BOARD VOUCHER	\$125.00
ACH	SHIRLEY MURRAY	BOARD VOUCHER	\$216.00
ACH	SCOTT OURADNIK	BOARD VOUCHER	\$356.00
ACH	TONY GRINDBERG	BOARD VOUCHER	\$125.00
ACH	TIFFANY HARR	BOARD VOUCHER	\$335.00
ACH	TRUDY RULAND	BOARD VOUCHER	\$346.90
SEPTEMBER			
38748	TRANE U.S. INC.	BUILDING BILLING	\$498.00
38749	BROOKE LARSON	VZOP BILLING	\$800.00
38750	ND SHERIFFS & DEPUTIES ASSOCIATION	SHERIFFS CONF BILLING	\$2,500.00
38751	UNIVERSITY OF JAMESTOWN	VZOP BILLING	\$5,000.00
38752	AE2S	GRANT CONSULTING BILLING	\$2,500.00
38753	D&S LLC	BUILDING BILLING	\$7,674.34
38754	TRANSTRASH	BUILDING BILLING	\$203.00
38755	STONERIDGE SOFTWARE LLC	BILLING	\$3,983.30
38756	UNITED TRIBES TECHNICAL COLLEGE	VZOP BILLING	\$1,000.00

SEPTEMBER			
ACH	COMMERCIAL CARD SOLUTIONS	BILLING	\$203,283.84
38757	NDIT	BILLING	\$1,534.87
38758	WORKFORCE SAFETY	CEG BILLING	\$1,071.84
38759	TRANE U.S. INC.	BUILDING BILLING	\$188.00
38760	NEWMAN SIGNS INC.	VZOP BILLING	\$754.00
38761	IMPACT TEEN DRIVERS	VZOP BILLING	\$356.00
38762	CLEARWATER COMMUNICATIONS, INC.	BILLING	\$1,312.00
38763	RED RIVER VALLEY FAIR ASSOCIATION	VZOP BILLING	\$4,500.00
38764	DAKOTA COLLEGE AT BOTTINEAU	VZOP BILLING	\$2,000.00
38765	WELLS COUNTY DISTRICT HEALTH UNIT	SACCHO BILLING	\$831.60
38766	GREEN FLAG PROMOTIONS LLC	VZOP BILLING	\$1,800.00
38767	WEST FARGO SHEYENNE MUSTANG BOOSTERS	VZOP BILLING	\$5,000.00
38768	WEST FARGO PACKER BACKERS	VZOP BILLING	\$5,000.00
38769	WALRUS RESTAURANT	BOARD BILLING	\$688.75
ACH	GUARDIAN ANGELS INC.	PASS BILLING	\$67,420.00
ACH	CASS COUNTY AUDITOR	VZOP BILLING	\$9,842.20
ACH	CATHOLIC CHARITIES NORTH DAKOTA	PASS BILLING	\$69,060.00
ACH	CXR INC	VZOP BILLING	\$19,998.00
ACH	DAKOTA CARRIER NETWORK	BILLING	\$16,828.52
ACH	FAMILY ADVOCACY SERVICES	PASS BILLING	\$26,500.00
ACH	GUARDIAN & PROTECTIVE SERVICES INC	PASS BILLING	\$57,200.00
ACH	LIGHTHOUSE ASSOCIATES, INC.	PASS BILLING	\$600.00
ACH	LUTHERAN SOCIAL SERVICE OF MN	PASS BILLING	\$68,400.00
ACH	VERONICA MILLER	PASS BILLING	\$5,400.00
ACH	MORGAN PRINTING, INC	BILLING	\$1,416.31
ACH	NORTHSTAR GUARDIANSHIP	PASS BILLING	\$2,520.00
ACH	NDACO RESOURCES GROUP	BILLING	\$73.50
ACH	OPPORTUNITY FOUNDATION INC.	PASS BILLING	\$7,200.00
ACH	STUTSMAN COUNTY AUDITOR	VZOP BILLING	\$9,042.32
ACH	WARD COUNTY AUDITOR	VZOP BILLING	\$11,477.20
38770	LADY J'S CATERING INC	CONFERENCE BILLING	\$5,000.00
38771	BROOKE LARSON	VZOP BILLING	\$600.00
38772	LIVEWIRE ENTERTAINMENT MEDIA SRVC	CONFERENCE BILLING	\$25,148.25
38773	AMERICAN SOLUTIONS FOR BUSINESS	CONFERENCE BILLING	\$1,187.73
38774	D&S LLC	BUILDING BILLING	\$6,001.96
38775	NEWVISION SECURITY, LLC	BUILDING BILLING	\$330.00
38776	STONERIDGE SOFTWARE LLC	BILLING	\$940.00
38777	BISMARCK BURLEIGH PUBLIC HEALTH	SACCHO BILLING	\$614.90
38778	HP INC.	BILLING	\$980.21
ACH	PRESORT PLUS	BILLING	\$157.82
ACH	BURLEIGH COUNTY AUDITOR	VZOP BILLING	\$12,989.86
ACH	DON FLAHERTY	BOARD VOUCHER	\$241.50
ACH	GRAND FORKS COUNTY AUDITOR	VZOP BILLING	\$11,384.76
ACH	MORGAN PRINTING, INC	BILLING	\$1,069.74
ACH	NDACO RESOURCES GROUP	BILLING	\$2,119.32
ACH	STARK COUNTY AUDITOR	VZOP BILLING	\$8,447.40
OCTOBER			
ACH	COMMERCIAL CARD SOLUTIONS	BILLING	\$188,724.63
38779	NDIT	BILLING	\$1,478.63
38780	VOIDED CHECK	VOIDED CHECK	\$0.00
38781	KIRKWOOD BANK & TRUST	CONFERENCE CASHBOX	\$200.00
38782	BAREKNUCKLE EVENTS, LLC	CONFERENCE BILLING	\$15,000.00
38783	AE2S	GRANT CONSULTING BILLING	\$2,500.00
38784	KERRY PINKS	CONFERENCE BILLING	\$5,270.00
38785	MYSTIC ATHLETIC CLUB	VZOP BILLING	\$3,000.00
38786	D&S LLC	BUILDING BILLING	\$4,730.00
38787	TRANSTRASH	BUILDING BILLING	\$203.00

OCTOBER			
38788	MCINTOSH DISTRICT HEALTH UNIT	SACCHO BILLING	\$716.00
38789	CLIFFORD NAYLOR	CONFERENCE BILLING	\$500.00
38790	BISMARCK RENTALL INC	CONFERENCE BILLING	\$400.09
38791	WESTERN PLAINS HEALTH	SACCHO BILLING	\$392.94
ACH	GUARDIAN ANGELS INC.	PASS BILLING	\$66,820.00
ACH	CATHOLIC CHARITIES NORTH DAKOTA	PASS BILLING	\$68,380.00
ACH	FAMILY ADVOCACY SERVICES	PASS BILLING	\$26,420.00
ACH	GUARDIAN & PROTECTIVE SERVICES INC	PASS BILLING	\$56,940.00
ACH	LIGHTHOUSE ASSOCIATES, INC.	PASS BILLING	\$600.00
ACH	LUTHERAN SOCIAL SERVICE OF MN	PASS BILLING	\$67,660.00
ACH	VERONICA MILLER	PASS BILLING	\$5,400.00
ACH	NORTHSTAR GUARDIANSHIP	PASS BILLING	\$4,860.00
ACH	OPPORTUNITY FOUNDATION INC.	PASS BILLING	\$7,200.00
ACH	DAKOTA CARRIER NETWORK	BILLING	\$16,828.52
ACH	EIDE BAILLY LLP	BILLING	\$2,451.75
ACH	GRAND FORKS COUNTY AUDITOR	VZOP BILLING	\$11,149.04
ACH	NDACO RESOURCES GROUP	BILLING	\$204.82
ACH	PRESORT PLUS	BILLING	\$165.41
ACH	STUTSMAN COUNTY AUDITOR	VZOP BILLING	\$9,295.34
38792	CENTRAL REGION EDUCATION ASSOCIATION	DJS BILLING	\$84,014.98
38793	LADY J'S CATERING INC	CONFERENCE BILLING	\$36,150.00
38794	HARLAN STEWART	CONFERENCE BILLING	\$350.00
38795	KERRY PINKS	CONFERENCE BILLING	\$336.00
38796	LAILA NOELLE ANDERSON	CONFERENCE BILLING	\$450.00
ACH	ADRIANNE DAVIS	CONFERENCE BILLING	\$5,455.40
38797	LISA GUENTHER	CONFERENCE BILLING	\$3,000.00
38798	ND SHERIFFS & DEPUTIES ASSOCIATION	SHERIFFS CONF BILLING	\$125.00
38799	TEALL PROPERTIES GROUP LLC	VZOP BILLING	\$35,000.00
38800	AE2S	GRANT CONSULTING BILLING	\$2,500.00
38801	ELLEN ROUNDY	CONFERENCE BILLING	\$214.20
ACH	NDACO RESOURCES GROUP	BILLING	\$2,026.55

911 FEE COLLECTION PAYMENTS			
ACH	JULY ND 911 PAYMENTS	JUNE 911 FEE COLLECTION	\$1,513,762.83
ACH	AUGUST ND 911 PAYMENTS	JULY 911 FEE COLLECTION	\$1,530,605.18
ACH	SEPTEMBER ND 911 PAYMENTS	AUGUST 911 FEE COLLECTION	\$1,530,651.81
ACH	OCTOBER ND 911 PAYMENTS	SEPT 911 FEE COLLECTION	\$1,586,627.22

Approved by motion of the Board of Directors.

President: _____ Date: _____

SUGGESTED MOTION: "MOTION TO APPROVE GENERAL FUND CHECKS 38719-38801 AND ACH PAYMENTS DURING THIS TIME PERIOD."

CHECK LISTING FOR DJS GENERAL FUND

JULY 2025 - OCTOBER 2025

JULY			
8007	YOUTHWORKS	BILLING	\$64,415.59
8008	GRAND FORKS JUVENILE DETENTION CENTER	BILLING	\$2,685.00
8009	SUNRISE YOUTH BUREAU	BILLING	\$2,357.86
8010	MILINDA TURNER	VOUCHER	\$75.00
8011	KYLIE SCHULTZ	VOUCHER	\$75.00
ACH	ND ASSOCIATION OF COUNTIES	BILLING	\$2,853.80
ACH	TURTLE MOUNTAIN ATTENDANT CARE PROGRAM	BILLING	\$278.00
8012	SUNRISE YOUTH BUREAU	BILLING	\$2,231.49
8013	DAKOTA BOYS AND GIRLS RANCH	BILLING	\$2,782.33
ACH	TURTLE MOUNTAIN ATTENDANT CARE PROGRAM	BILLING	\$868.00
8014	SPIRIT LAKE TRIBE	BILLING	\$402.50
8015	YOUTHWORKS	BILLING	\$45,583.86
ACH	THE CONSENSUS COUNCIL, INC	BILLING	\$36,709.93
AUGUST			
8016	WILLIAMS CO ADOLESCENT CARE CENTER	BILLING	\$662.77
8017	YOUTHWORKS	BILLING	\$8,319.59
8018	GRAND FORKS JUVENILE DETENTION CENTER	BILLING	\$4,726.00
8019	DAKOTA BOYS AND GIRLS RANCH	BILLING	\$2,855.11
8020	ORBIS PARTNERS LLC	BILLING	\$7,412.00
ACH	BLACBIRD INVESTMENTS	BILLING	\$1,340.63
ACH	ND ASSOCIATION OF COUNTIES	BILLING	\$5,000.00
8021	SUNRISE YOUTH BUREAU	BILLING	\$1,263.69
ACH	BLACBIRD INVESTMENTS	BILLING	\$1,495.00
SEPTEMBER			
8022	YOUTHWORKS	BILLING	\$49,034.73
8023	GRAND FORKS JUVENILE DETENTION CENTER	BILLING	\$2,565.50
8024	SUNRISE YOUTH BUREAU	BILLING	\$703.20
8025	DAKOTA BOYS AND GIRLS RANCH	BILLING	\$2,824.14
8026	OLIVIA REVELS-STROTHER	VOUCHER	\$75.00
ACH	ND ASSOCIATION OF COUNTIES	BILLING	\$5,534.60
8027	SPIRIT LAKE TRIBE	BILLING	\$3,438.75
8028	YOUTHWORKS	BILLING	\$6,755.23
8029	DAKOTA BOYS AND GIRLS RANCH	BILLING	\$2,781.95
ACH	ND ASSOCIATION OF COUNTIES	BILLING	\$5,000.00
OCTOBER			
8030	WILLIAMS CO ADOLESCENT CARE CENTER	BILLING	\$5,225.94
8031	GRAND FORKS JUVENILE DETENTION CENTER	BILLING	\$4,826.50
8032	SUNRISE YOUTH BUREAU	BILLING	\$1,478.85
8033	FARGO PUBLIC SCHOOLS	BILLING	\$190.82
8034	CORY PEDERSEN	VOUCHER	\$701.29
8035	MILINDA TURNER	VOUCHER	\$75.00
8036	OLIVER-MERCER MULTIDISTRICT SPECIAL EDUC	BILLING	\$29,218.00
8037	VOIDED CHECK	VOIDED CHECK	\$0.00
ACH	BLACBIRD INVESTMENTS	BILLING	\$1,455.09
8038	JOEL FRIESZ	VOUCHER	\$655.80
8039	OLIVIA REVELS-STROTHER	VOUCHER	\$665.00
8040	TRAVIS FINCK	VOUCHER	\$654.80
8041	NORTHERN CASS PUBLIC SCHOOL DISTRICT #97	BILLING	\$9,737.12

Approved by motion of the Board of Directors.

President: _____

Date: _____

**SUGGESTED MOTION: "MOTION TO APPROVE DJS FUND CHECKS 8007-8041 AND
ACH PAYMENTS DURING THIS TIME PERIOD."**

North Dakota Association of Counties
Combined Statement of Revenues and Expenditures
for Period Ending October 31, 2025

	2025 Actual Year-to-Date	2025 Budget	% of Budget	See Notes:
OPERATING REVENUES				1)
County Dues	612,526.00	735,030.00	83.3%	
General Revenue	506,538.21	211,400.00	239.6%	2)
Legislative Services	8,000.00	11,000.00	72.7%	3)
Publication Services	45,912.48	48,300.00	95.1%	4)
Conference/Workshop Services	272,199.04	270,200.00	100.7%	5)
Cooperative Services	5,465,578.99	6,524,110.00	83.8%	
Subsidiary Reimbursements	18,289.18	23,000.00	79.5%	
Building Income	220,567.76	265,850.00	83.0%	
DJS-Juvenile Justice Grant	594,709.68	500,000.00	118.9%	6)
TOTAL OPERATING REVENUES	\$7,744,321.34	\$8,588,890.00	90.2%	1)
OPERATING EXPENDITURES				
Salaries	1,830,218.08	2,238,640.00	81.8%	
Overhead	782,931.72	928,350.00	84.3%	
Travel	99,829.08	124,000.00	80.5%	
Supplies	10,499.91	13,000.00	80.8%	
Fees & Services	53,419.43	58,210.00	91.8%	7)
Other Operating	72,124.38	51,930.00	138.9%	8)
Building Operations Expense	283,660.04	362,720.00	78.2%	
Legislative Services	20,618.47	29,700.00	69.4%	9)
Publication Services	29,683.08	33,400.00	88.9%	4)
Conference/Workshop Services	149,696.70	245,000.00	61.1%	5)
Cooperative Services	3,487,745.80	4,003,450.00	87.1%	
DJS Grant Pass Thru/Subgrants	594,709.68	500,000.00	118.9%	6)
TOTAL EXPENDITURES	\$7,415,136.37	\$8,588,400.00	86.3%	1)
EXCESS REVENUES OVER EXPEND.	\$329,184.97	\$490.00		10)
NONOPERATING REVENUES				
Variable Investment Income	\$366,829.01	\$500,000.00	73.4%	11)

Suggested Motion: Motion to accept financial reports

**North Dakota Association of Counties
Combined Balance Sheet
as of October 31, 2025**

	NDACo General Fund	DJS Fund	Combined Total	See Notes:
Assets				
Current Assets				
Cash	1,359,041.46	(11,057.92)	1,347,983.54	12)
Restricted Cash	5,040,909.97		5,040,909.97	13)
Prepaid Expenses	278,801.84	0.00	278,801.84	14)
Accounts/Lease/Interest Receivable	1,080,639.85	90,493.77	1,171,133.62	15)
Total Current Assets	7,759,393.12	79,435.85	7,838,828.97	
Noncurrent Assets				
Investments	10,529,140.93		10,529,140.93	16)
Capital Lease Commission	4,309.49		4,309.49	17)
Land	178,558.71		178,558.71	
Furniture & Equip.	423,631.48		423,631.48	
Building & Improvements	4,854,159.75		4,854,159.75	
Vehicles	108,993.81		108,993.81	
Accumulated Depr.	(2,781,255.44)		(2,781,255.44)	
Total Noncurrent Assets	13,317,538.73	0.00	13,317,538.73	
TOTAL ASSETS	\$21,076,931.85	\$79,435.85	\$21,156,367.70	
Liabilities & Fund Balances				
Current Liabilities				
Accounts Payable	683,835.07	79,435.85	763,270.92	18)
Accounts Payable-Restricted Programs	4,579,759.77		4,579,759.77	19)
Accrued Expenses	899,375.68		899,375.68	20)
Deferred Premiums	618,888.00		618,888.00	21)
Deferred Inflows of Resources-Lease Rev	465,347.34		465,347.34	15)
Deferred Dues Revenue	122,506.00		122,506.00	
Deferred Ad Revenue	7,156.86		7,156.86	
Deferred ILG Prof Development Revenue	13,816.68		13,816.68	
Deferred County Officials Day	6,000.00		6,000.00	
Accrued PTO Leave	211,479.27		211,479.27	
Total Current Liabilities	7,608,164.67	79,435.85	7,687,600.52	
TOTAL LIABILITIES	7,608,164.67	79,435.85	7,687,600.52	
Fund Balances				
Net Fixed Assets	2,876,601.43		2,876,601.43	
Reserve for Workers Comp	1,000,000.00		1,000,000.00	
Unreserved:				
Undesignated	8,896,151.77	0.00	8,896,151.77	
Excess Rev Over Expenditures	696,013.98	0.00	696,013.98	
TOTAL FUND BALANCES	13,468,767.18	0.00	13,468,767.18	
TOTAL LIABILITIES & FUND BALANCES	\$21,076,931.85	\$79,435.85	\$21,156,367.70	

Suggested Motion: Motion to accept financial reports

North Dakota Association of Counties

October 31, 2025



Notes to the Financial Statements:

- 1) We are through 10 out of 12 months; and revenues and expenses should be near 83% of budget to be on target. Total revenues are 90.2% of budget, and expenses are 86.3% after October.
- 2) General Revenues have exceeded budget at 239.6% of budget after October. With greater investment transparency, we've been able to book more Interest Income on CD's as fixed income. We will exceed budget in this line item by about \$400,000 this year.
- 3) Legislative Services Revenues from NDCCA were less than anticipated, at \$8,000 for 2025.
- 4) Publication Services Revenues and Expenses are ahead of budget. This is due to all Annual Directory Publication Costs and Ad Revenues being booked early in the year.
- 5) Annual Conference Revenues have been recognized in October; just exceeding the budget goal for the year. Some expenses weren't billed until November. Our anticipated Net Income from the Conference is \$31,000.
- 6) The Juvenile Justice Program has exceeded budget at 118.9% of budget. Several contracts were awarded late in 2024; and projects are ramped up; resulting in higher revenues and expenses.
- 7) Fees and Services include the Annual Audit fees which have been fully paid for the year. This line item will slightly exceed budget by year-end; due to costs for new accounting software.
- 8) Other Operating Costs are high due to a fraudulent payments made in April and September totaling about \$30,000. We have been unsuccessful in recovering the funds, so this has been booked as an expense. Additional procedures have been put in place to avoid future errors. We are also proposing to add Cyber insurance coverage beginning in 2026.
- 9) Legislative Services Expenses are under budget; this line item will be \$7,000 under target at year-end. Software costs expected for the session came in lower than anticipated, and other costs remained less than prior legislative session year expenditures.
- 10) After October, the excess Revenues over Expenditures is \$329,100; compared to annual budgeted income for 2025 of \$490. This excess is almost entirely due to the Fixed Interest Income.
- 11) The NDACo Investments have shown gains as of 10/31/25; with income of \$366,800. Due to market volatility this year, we are behind our \$500,000 budget goal after October.
- 12) Cash is the NDACo general funds. The Juvenile Justice Account (DJS) is on a reimbursement basis, so we do not have funds on hand, and at times shows as a negative balance until funds arrive.
- 13) Restricted Cash includes the CEG Program, NG911 Fund, 911 Fee Collection Program, PASS Funds, and Marriage License Funds; all of which are not NDACo dollars. In November, the Marriage License Program funds were distributed back to Counties.
- 14) Prepaid Expenses include Workers Compensation premium payments, office/vehicle insurance, and paid travel for future months.
- 15) Related to GASB 87 implementation for leases effective in 2022: 1) the Accounts/Lease/Interest Receivable includes some NDACo lease and interest receivables, 2) Deferred Inflows are the future building lease income through future lease periods.
- 16) NDACo's Investment Portfolio for excess funds are with Colliers.
Rate of Return: 1 year for Equities Average = 16.55%; Fixed Income = 4.59%.
- 17) Capital Lease Commission is the payment to the agency who helped us find a rental tenant which began February 2023. This commission expense is spread out over the 5 year lease.
- 18) Accounts Payable is mainly comprised of credit card charges (travel, programs, and operating expenses).
- 19) Accts Payable - Restricted Programs includes the NG911 Program, 911 Fee Collection Payables, PASS Program, and Marriage License Fund.
- 20) Accrued Expenses consist of Accrued CEG Excess in 2025 program which will be returned to counties in 2026; as well as some funds designated for Ergonomic Initiative purchases for counties. Also included in this line item are Property Taxes and Longevity Program Payable for long term staff.
- 21) Deferred Premiums are the CEG Premiums that will be recognized through the remainder of 2025.

NDACO RESOURCES GROUP, INC.
BALANCE SHEET
AS OF OCTOBER 31, 2025

ASSETS

	<u>CURRENT YEAR-TO-DATE</u>	<u>PRIOR YEAR-TO-DATE</u>
CURRENT ASSETS	\$957,328.70	\$856,713.99
PROPERTY, EQUIPMENT, & RIGHT OF USE ASSETS	30,626.15	44,513.48
OTHER ASSETS	571,135.07	539,171.96
	-----	-----
TOTAL ASSETS	\$1,559,089.92	\$1,440,399.43
	=====	=====

LIABILITIES AND STOCKHOLDER'S EQUITY

CURRENT LIABILITIES	\$412,915.63	\$400,908.94
LONG TERM LIABILITIES	6,000.00	15,000.00
STOCKHOLDERS EQUITY	1,140,174.29	1,024,490.49
	-----	-----
TOTAL LIABILITIES AND STOCKHOLDERS' EQUITY	\$1,559,089.92	\$1,440,399.43
	=====	=====

NDACO RESOURCES GROUP, INC.
INCOME STATEMENT
FOR THE PERIOD ENDING OCTOBER 31, 2025

	<u>CURRENT YEAR-TO-DATE</u>	<u>PRIOR YEAR-TO-DATE</u>
REVENUE	\$2,491,634.48	\$2,389,206.65
COST OF SALES	2,170,182.66	2,108,677.91
	-----	-----
GROSS PROFIT	321,451.82	280,528.74
	=====	=====
OPERATING EXPENSES	\$319,320.47	\$302,884.03
OTHER INCOME	65,956.87	51,971.58
INVESTMENT INTEREST INCOME/LOSS	29,649.65	50,461.63
OTHER EXPENSE	1,361.86	2,526.37
	-----	-----
NET INCOME BEFORE INCOME TAXES	\$96,376.01	\$77,551.55
	=====	=====

SERVICE REPORT: County Financial Partnerships (CFP)

December 2025

(Report submitted to the Board of Directors by Genny, Peter, Ryan, Donnell and Mary.)

PROGRAM UPDATE:

- **Tractor Lease Program**

NDACo is working with John Deere on extending the current contract for the discounted tractor leasing program for North Dakota county government in 2026. Once lease pricing has been set, the new contract will be sent to counties.



Counties are under no obligation to rent tractors through this agreement; and if a county can work out an acceptable alternative with another vendor, they are urged to do what is most advantageous for their county.

- **Traffic Safety Resource Prosecutor (TSRP)**

Peter Halbach's activities as Traffic Safety Resource Prosecutor during 2025 have included:

- During the course of the year, Peter responded to numerous requests to provide technical assistance to law enforcement, prosecutors, the state crime lab, and other traffic safety partners.
- Peter continued training regarding Implied Consent Administrative Hearings, with presentations to law enforcement officers, including county deputies, in Grand Forks, Bismarck, Minot, Fargo, Dickinson, and Williston between January and August, fulfilling the intention to conduct these sessions throughout the state in 2025. The sessions were scheduled as a result of requests from agencies following positive feedback to the state DRE/SFST (Drug Recognition Expert/Standardized Field Sobriety Testing) coordinator and the acting Law Enforcement Liaison, the current program manager in the State Highway Safety Division of NDDOT, with their help in coordination and scheduling.
- Provided instruction in Devils Lake, West Fargo, and Grand Forks as part of the Peace Officer Training Program (POTP) of Lake Region State College (LRSC), in January, May and September 2025.
- Also taught basic academy sessions at the Law Enforcement Training Academy (LETA) in August and will again in December, with sessions added on the Criminal Justice System that were formerly taught by the Chief Justice.
- Scheduled and chaired two meetings of the North Dakota Impaired Driving Task Force (IDTF), held in June and October, following regular meetings of

- four subcommittees formed to work in the essential Impaired Driving program areas identified by NHTSA, all working towards developing and refining the Impaired Driving portion of the State's Highway Safety Plan due in 2026.
- Participated in the ND Impaired Driving Conference in Bismarck, June 17 – 19, held jointly with law enforcement and the North Dakota State's Attorneys Association (NDSAA), presenting during the conference, and have been participating in planning for the 2026 Impaired Driving Conference .
 - Attended meetings of the DRE/SFST Advisory Committee.
 - Continued effort with program administrators from the Federal Motor Carrier Safety Administration (FMCSA) as to an ongoing coordination of educational efforts and the providing of technical assistance, in addition to attending a FMCSA sponsored program on CDL law in Albuquerque NM in February.
 - In March, attended the Lifesavers Conference, the largest gathering of highway safety professionals in the United States, sharing best practices, research, and policy initiatives that are proven to work.
 - Attended the Train the Trainer grant funded program designed to improve the quality of training to law enforcement and prosecutors.
 - Attended the national TSRP Annual Conference held in May by the National Association of Prosecutor Coordinators (NAPC) funded by NHTSA, held annually for TSRPs to gather and learn from leading experts, including forensic specialists, of new developments and practices for the improvement of the prosecution of impaired driving cases.
 - In December, Peter will preside at the National Association of Hearing Officials annual professional development as President, in addition to presenting sessions related to evidentiary issues.
 - On December 17th and 18th, Peter will again attend DRE/SFST Instructor Inservice in Bismarck, presenting on DUI law and providing updates on cases.
 - Attended TSRP Wednesday Webinars on Impaired Driving related topics, National Judicial College Webinars, including addressing cases with older drivers, and a number of sessions in the DWI webinar series from the Federal Law Enforcement Training Centers.
 - Attended the monthly DUI Prevention Subject Matter Expert (SME) meetings.
 - Attended the NDDOT Highway Safety Division and Partners quarterly meetings.
 - Attended the Impaired Driving Leadership Summit in Bismarck in July, which was facilitated by NHTSA as a sort of mini-audit of North Dakota's highway safety efforts.
 - Attend NHTSA's Milestones of Highway Safety virtual, after attending the Traffic Safety Institute - NHTSA Highway Safety Grants Management Training in January.
 - Have responded to surveys on impaired driving related issues from Responsibility.org, the National Alliance to Stop Impaired Driving (NASID), the National District Attorneys Association, the National Traffic Law Center and others.

- Participate in the TSRP forum obtaining information and sharing information related to impaired driving prosecutions.
- Began coordination between the IDTF and a group working on legislation on Reducing Alcohol Associated Harms in North Dakota.

In 2026, ongoing activities will include but are not limited to:

- Impaired Driving Task Force and its subcommittees
- Updating the Impaired Driving section of the triennial Highway Safety Plan for 2026
- The Vision Zero Conference in May
- 2026 Impaired Driving Conference in June
- Instruction for LETA, LRSC POTP, Crime Lab Intoxilyzer Classes, and Implied Consent Administrative Hearings throughout the state
- DUI Prevention SME Group
- DRE/SFST Advisory Committee
- Technical Assistance to Law Enforcement, Prosecutors (NDSAA), Crime Lab, and other traffic safety partners

- **Vision Zero Outreach Program (VZOP)**

The Vision Zero Outreach Program (VZOP) continued to expand its statewide reach, operating with Vision Zero Coordinators in Ward, Grand Forks, Burleigh, Cass, and Stark (new) counties.

Thirteen high schools are participating in the Vision Zero Schools initiative, taking the statewide program and putting it directly into their hallways and parking lots. Coordinators also continue to leverage strong partnerships, meeting the public where they are at, at fairs, festivals, sporting events, and community events, increasing visibility and delivering safety messaging to thousands of North Dakotans.

Impact Teen Drivers (ITD) remains a core component of youth outreach. Coordinators completed advanced training and delivered interactive presentations to approximately 1,930 students, supported by more than 1,000 post-program evaluations demonstrating strong knowledge gains and a 92% positive rating. Driving Skills for Life events in Minot and Bismarck further enhanced teen driver education by providing hands-on instruction to nearly 250 participants.

Community engagement expanded through statewide Buckle Up Phone Down activities, Click-It for Coffee events in eight communities, and major outreach at the North Dakota State Fair, county fairs, ND Country Fest, and the McQuade Softball Tournament. DUI Enforcement All-Star events in Minot, Bismarck, and Dickinson recognized 35 officers for their commitment to removing impaired drivers from North Dakota roads, strengthening collaboration with law enforcement agencies.

Regional coordinators deliver significant impact through school presentations, Teen Maze events, workplace safety outreach, and large multi-county initiatives such as

the T4 Summit. Their work—supported by consistent program management, professional development, and data-driven targeting—advanced Vision Zero’s mission and reinforced a statewide culture of safe driving.

- **Member Association Management Agreements (MAMAs)**

The **North Dakota County Auditors and Treasurers** Association continue participation in the member management program with Donnell serving as their executive director. The Auditors and Treasurers made the move to form a joint association in 2024. Donnell will be working with the group in planning their 2026 conference which will more than likely be held in July. A subcommittee of the group has also been working on developing an educational series to further the understanding of the roles and deadlines of the Auditor and Treasurer.

The **ND Association of County Engineers** (NDACE) Executive Board is working with Genny in preparing for the 2026 76th Annual County Roads Conference, which will be held January 28 – 30 in Grand Forks at the Alerus Conference Center. There has been strong support from sponsors and vendors so far. National Association of County Engineers (NACE) Executive Director Kevan Stone will once again be joining the group to provide updates on Capitol Hill and share NACE’s vision in the coming year.

The ND County Recorders Association renewed their support agreement with NDACo for financial and administrative support for 2026. The arrangement has worked very well as Genny provides regular fiscal and administrative support and updates for their association to their Executive Board.

The **ND Sheriffs and Deputies Association** (NDSDA) has an agreement with NDACo with Donnell serving as the Executive Director. NDSDA hosted the Dakota Territory Sheriffs Conference in Fargo in November. The larger venue allowed for greater participation and interest by law enforcement and business partners. Donnell will be assisting to plan a meeting in May that is traditionally held in conjunction with the Peace Officer Memorial. NDSDA will hold their next conference in fall of 2026.

The **ND State Association of City and County Health Officials** (NDSACCHO) renewed its contract for NDACo program management with Mary serving as Executive Director.

NDSACCHO provided two (2) registrations for attendance at the 2025 NDACo Annual Conference. NDSACCHO also provided travel and lodging expenses for two (2) members to attend the NACCHO360 Annual Conference; the registrations were provided as scholarships at no charge per MOU with NACCHO.

The NDACo Leadership grant with NDHHS ended on November 30, 2025. This grant provided various leadership opportunities for local public health units through

group activities as well as individual health unit options. Angie worked with Mary to administer the grant through its existing process with the State. These trainings would not have been possible without the grant funding and were made easy to administer through the NDACo Accounting Department.

NDSACCHO was able to use all DHHS PR/Marketing Grant Funding before it was terminated on March 24, 2025 (scheduled end date was 5/20/26). The funding allowed for development of a Strategic Communications Plan which continues to be reviewed for relevance and updated with activities. Three 30-second videos were produced and aired statewide April 4 – July 3, 2025. A workgroup has been established to create coordinated messaging using these videos and other available resources to showcase public health services. The grant also provided funding to purchase first aid kits as part of its public health educational awareness campaign. The kits were distributed statewide at various local public health community events. This grant was also administered through the NDACo Accounting Department in conjunction with Mary for NDSACCHO deliverables.

The 2026 slate of officers elected at the December NDSACCHO meeting are: Barbara Frydenlund (Rolette County Public Health), Chair; Roxanne Holm (Dickey County Health District), Vice Chair; Brenda Stallman (Traill County Public Health), Past Chair; Javayne Oyloe (Upper Missouri District Health Unit - Divide, Williams, Mountrail and McKenzie Counties) and Erin Ourada (Western Plains Public Health - Mercer, Oliver, Morton, Grant and Sioux Counties), Members-at-Large.

SERVICE REPORT: County Employer Group (CEG)

December 2025

(Report submitted to the Board of Directors by Michael, Jennifer and Patrick.)

PROGRAM UPDATE:

- Michael is finishing up with fourth quarter and annual LMS numbers for the 32 locations involved. Overall, the counties have been doing a great job on a quarterly basis. Approximately 4,500 safety classes have been taken in 2025 statewide. 2026 is looking great as we have at least six new locations that are getting involved with our LMS training. Counties involved in the LMS program that satisfy the program quarterly and annual goals receive a 5% premium reduction off their annual workers compensation premiums.
- Michael and Patrick worked together on putting together the game plan for our annual mandatory safety training on claims management and drug free workplace. The training comprised of opportunities for our county employees to take an online class or participate in one of six live training locations throughout the state. Our training is designed to reach all workers either live or recorded online so employees can attend on their timeline, no matter if they are in the office or shift workers. The training educates employees on safety and claims management, but also on their role in helping not only themselves but also the counties save money by following our CEG program steps put in place. By December 5th training will be conducted with our 7,000+ county personnel. Counties are eligible to receive a 5% premium reduction off their annual workers compensation premiums for this annual training.
- Michael has finished the work preparing the estimated premium billing statements for the 2026 premium year. Estimated premiums for 2026 need to be paid in January 2026.
- Jennifer is currently reviewing the medical and lost claims for CEG claims established by WSI. Jennifer makes recommendations to WSI on how to reduce reserves on individual claims when justifiable. This is important when it comes to experience ratings as reserves are treated as paid costs. Reducing the reserves reduces costs to the counties via lower experience ratings.
- Jennifer has worked tirelessly on claims management and getting employees back to work. The challenge of difficult claims issues is always relevant. With every reported injury comes the chance of it turning into a lost time claim. Through the efforts of our transitional work program, we can safely return employees to meaningful work during the recovery process and avoid the unnecessary payments of lost time benefits through WSI. This is both beneficial to the employee and the county. We have been helped by our risk managers, supervisors, department heads, and commissioners to support the claims management process after an

injury occurs. With continued persistence and safety communication, we can continue to control costs.

- Michael is just wrapping up the 2025 Safety & Ergonomic Initiative sponsored by the CEG. The annual program allows counties to receive much-needed safety and ergonomic equipment free of charge that counties may not have budgets to cover. By working with North Dakota and national vendors, we can secure advantage pricing, tax free, and no shipping costs on most items purchased for the counties. Our counties are so appreciative to receive the much-needed equipment. This is quite the task; learning the ins and outs of the purchasing process for all 56 locations offers a tremendous learning curve. We are glad to offer such a wonderful program to our county members.
- Jennifer has been working on gathering and finishing Designated Medical Provider agreements with counties and the multiple medical providers throughout the state. It is a very big project that ensures the CEG continues to qualify for discounts through WSI safety discount incentives.
- The CEG continues to work with counties to identify and address safety concerns via safety inspections of all county buildings (now conducted quarterly) and through accident investigations after injuries occur. Each county performs a wide variety of work duties; with these our employees face many dangers on a daily basis. It is more important than ever for us all to be diligent and that all employees take the proper precautions in their jobs, wearing the PPE provided and following safety procedures. It is imperative that commissioners, supervisors, department heads, and employees promote safety daily within their counties. By making county work sites safer, we can control costs more effectively.
- Michael is looking at the overall ergonomic assessment process for our county employees and looking to revamp the process, expanding and making it more efficient for counties. He is searching out counties, discovering the needs of each location, working with employees and their individual workstations, and developing a plan with risk managers to help reduce ergonomic injuries in our counties.
- Michael has worked with all locations on our first year of quarterly payroll and currently on the year end payroll for WSI. Overall, we have had a smooth transition process, helping counties navigate any issues that have come up within the year has been key to our success. Each quarter we are getting more efficient at providing the county payroll, both more accurately and in a timely manner.
- Remember to always promote a safe workplace and to encourage all employees to—**Work Smart ~ Work Safe.**

SERVICE REPORT: Financial Services Corporation

December 2025

(Report submitted to the Board of Directors by Aaron and Genny.)

PROGRAM UPDATE:

Nationwide Retirement Solutions

Nationwide Insurance continues to play a vital role in county employees' retirement plans and participant numbers and plan values have stayed fairly steady, even with the market volatility over the past few years. However, Nationwide has limited opportunities to offer individual on-site consultation, but efforts have been made to provide virtual one-on-one meetings with employees and our Nationwide partners. Nationwide continues to work with the ND Advisory Board and keep them updated on retirement opportunities and changes that will benefit its members.

<u>Participants</u>	<u>Plan Value Ending</u>
2018: 2569	2018: \$93,209,837
2019: 2682	2019: \$94,843,539
2020: 2738	2020: \$105,492,485
2021: 2783	2021: \$124,049,575
2022: 2747	2022: \$105,707,000
2023: 2694	2023: \$128,549,609
2024: 2724	2024: \$123,077,283

NDACo Mailbag



The NDACo Mailbag is an opportunity for the board to see letters received by the Association that relate opinions of how well we are doing or aren't doing our job. Happy reading!

Michelle M. Tabbert

Subject: FW: Commissioner Dick at WGA
Attachments: IMG_6699.JPG

From: Zeke Lee <Zlee@naco.org>
Sent: Thursday, November 20, 2025 3:33 PM
To: Aaron Birst <aaron.birst@ndaco.org>
Subject: Commissioner Dick at WGA

Aaron,

Commissioner Dick is representing North Dakota well. Secretary Burgum is also here.

Zeke Lee
Legislative Director
Public Lands | Western Interstate Region (WIR)
National Association of Counties



Michelle M. Tabbert

From: Miranda Schuler <mschuler@farmersagent.com>
Sent: Tuesday, December 2, 2025 5:46 PM
To: Aaron Birst; Michelle M. Tabbert
Cc: Joan Hollekim
Subject: Re: NDCCA New Board Member Orientation

Just finished the videos. Great way to get information out!

Get [Outlook for iOS](#)

From: Aaron Birst <aaron.birst@ndaco.org>
Sent: Tuesday, December 2, 2025 4:36:57 PM
To: Miranda Schuler <mschuler@farmersagent.com>
Cc: Joan Hollekim <kjhollekim@outlook.com>
Subject: NDCCA New Board Member Orientation

Miranda,

The orientation of new board members is a vital key in developing governing boards that excel. If done correctly, the orientation should give new members a basic understanding of the organization they will serve, inform them of their role, and equip them to participate in board meetings.

Rather than a formal half-day board orientation held at the NDACo County Office Building, we've developed a series of orientation videos that are available in the Board Area of the NDCCA website.* At your earliest convenience, we'd like you to review the videos that apply to your NDCCA Board service. See list of videos below. The videos are short (6 minutes or less) and can be viewed at your leisure. Instructions for logging into the Board Area are also listed below.

In order to answer any questions you may still have after watching the videos, we will schedule a time via Microsoft Teams for you, along with your mentor (Joan Hollekim, if she is available) to meet with myself and Board Liaison Michelle Tabbert. Please notify Michelle when you're finished reviewing the videos, so that a follow-up meeting can be scheduled if you would like one.

I cannot emphasize enough the importance of participating in the board orientation process. This is your ticket toward putting your best foot forward as a team player.

Thank you! I look forward to working with you on the NDCCA Board of Directors.

Aaron G. Birst

NDACo Executive Director
701-425-0808
aaron.birst@ndaco.org

NDCCA Board Orientation Videos

- Structure, Governance and Policy Development (6:14 minutes)
- Financial & Fiduciary Responsibilities (4:09 minutes)

- Board Meetings (3:14 minutes)
- Board Member Tools (5:27 minutes)

Board Area Login Instructions

1. Go to www.ndcca.org.
2. Click on **Board** in the blue banner on the home page.
3. Click on **Board Member Log-in** on the right side of the screen, just above the Board members' names and pictures.
4. Enter your Username, which is your first initial followed by your last name. Yours will be **mschuler**.
5. Enter your Password, which is **ndcca** for all Board members.
6. Click on **Board Orientation Videos**.
7. Select a video in the series to watch. ***Note: The videos can be watched in the small window or click the [] symbol in the lower right to expand full screen. To close full screen, click on the Escape (Esc) button on the top left of your keyboard.***

* Most of the videos are also available on our YouTube Channel, www.youtube.com/ndcounties.

Michelle M. Tabbert

Subject: Thank You!

From: KeAnna Piechowski <keanna.piechowski@bbrown.com>

Sent: Thursday, October 30, 2025 9:43 AM

To: Genny M. Dienstmann <gdienstmann@ndaco.org>

Subject: Thank You!

Hi Genny!

I just wanted to send a thank you to you and NDACO for putting on such a splendid conference this year! It was my first time attending and it was a blast, especially the theme-I honestly felt like I was at the fair with the music and food (those burnt ends Sunday night were AMAZING!!!!!!). I definitely should have just stayed another night and attended Monday evening, especially since the drive home to Fargo was rain all the way and just horrible. More fun would have been had with you all I'm sure!

The best part was seeing so many NDPHIT groups in person-I even received a hug! It was also great finally meeting you and Keith from NDIRF in person, although I'm sorry we didn't have more time to talk about our travels!

Again, really spectacular event and I can't wait for next year!

KeAnna Piechowski

Benefits Analyst

KeAnna.Piechowski@bbrown.com

O (801) 505-6500 | C (701) 409-5743 | F (801) 845-3173

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Salt Lake City, Utah 84111

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Michelle M. Tabbert

From: Aaron Birst
Subject: FW: Past Presidents Attendance at Annual Conference

From: Dan Stewart <dstewart@westriv.com>
Sent: Wednesday, November 5, 2025 3:00 PM
To: Aaron Birst <aaron.birst@ndaco.org>
Subject: Re: Past Presidents Attendance at Annual Conference

Thank you all for hosting us. It was so good to catch up with so many wonderful people. God bless and keep up the good work Dan and Jackie Stewart.
Sent from my iPhone

On Nov 5, 2025, at 11:07 AM, Aaron Birst <aaron.birst@ndaco.org> wrote:

What an amazing group of board members! Thank you all for coming out. NDACo and county government owes you all a debt of gratitude.
AGB

From: Michelle M. Tabbert <Michelle.Tabbert@ndaco.org>
Sent: Wednesday, November 5, 2025 9:05 AM
Subject: Past Presidents Attendance at Annual Conference

Past Presidents,

Thank you for joining us last Monday at the NDACo Annual Conference. It was nice to see all of you. We hope you had a nice visit with others you haven't seen in a while. Attached is a copy of the picture that was taken. Unfortunately, some of you had already left, but we wanted to share the picture with all who attended.

Thanks again for joining us and have a great day!

Michelle Tabbert

NDACo/NDCCA Board Liaison
701-425-0822
michelle.tabbert@ndaco.org

<image001.png>

Michelle M. Tabbert

Subject:

FW: Past Presidents Attendance at Annual Conference

From: Cindy Schwehr <cindy.schwehr@smphs.org>

Sent: Wednesday, November 5, 2025 10:08 AM

Subject: Re: Past Presidents Attendance at Annual Conference

It was so fun. Great to see everyone. God bless you all and have a great winter season.

Get [Outlook for Android](#)

From: Linda Svihovec <Linda.Svihovec@ndaco.org>

Sent: Wednesday, November 5, 2025 9:55:04 AM

Subject: RE: Past Presidents Attendance at Annual Conference

Thank you Michelle – it was so great seeing you all. Scary that I actually know each and every one of you



Linda Svihovec

ND Association of Counties

Cell: 701-570-0082

From: Michelle M. Tabbert <Michelle.Tabbert@ndaco.org>

Sent: Wednesday, November 5, 2025 9:05 AM

Subject: Past Presidents Attendance at Annual Conference

Past Presidents,

Thank you for joining us last Monday at the NDACo Annual Conference. It was nice to see all of you. We hope you had a nice visit with others you haven't seen in a while. Attached is a copy of the picture that was taken. Unfortunately, some of you had already left, but we wanted to share the picture with all who attended.

Thanks again for joining us and have a great day!

Michelle Tabbert

NDACo/NDCCA Board Liaison

701-425-0822

michelle.tabbert@ndaco.org



Michelle M. Tabbert

From: hjalmercarlson@gmail.com
Sent: Wednesday, October 29, 2025 9:10 PM
To: Michelle M. Tabbert
Subject: Convention 50th

Thank you for including us - Hjalmer & Karen Sent from my iPad

From: Claus Marsha Lembke <clausmarsha@gmail.com>
Sent: Tuesday, October 28, 2025 5:15 PM
To: Michelle M. Tabbert <Michelle.Tabbert@ndaco.org>
Subject: Re: Past Presidents at the 2025 NDACo Annual Conference

Thank you for an Awesome evening.
Claus and Marsha

On Thu, Oct 23, 2025 at 4:53 PM Michelle M. Tabbert <Michelle.Tabbert@ndaco.org> wrote:

NDACo & NDCCA Past Presidents,

We're looking forward to having you join us this coming Monday for the Social and/or Dinner & Evening Entertainment at the NDACo Annual Conference at the Bismarck Event Center. The Social runs from 5:15 – 6:30pm and the Dinner & Evening Entertainment will run from 6:30 – 10:00pm. When you arrive please come to the Registration Desk and we'll provide you with your name badge(s) and complimentary drink ticket(s). We will have Reserved tables in Hall A, so that you can sit together and visit. Below are a few things we wanted you to know.

We plan to acknowledge your presence and may even have your individual names announced. You may be asked to stand or wave.

- We raise money for the NDACo Scholarship on Monday evening. We do a 70/30 fundraiser, where 70% of the dollars raised go to the scholarship and the remaining 30% is given away to those who contribute. You don't have to participate, but you are eligible to do so. Tickets are sold for \$1 each and staff members come to the tables to sell tickets. There will also be a dunk tank to raise scholarship dollars. \$5 buys you three balls.
- We want to get a picture of all the Past Presidents in attendance. We'll get a copy sent out to all of you after the conference.

If you have questions on anything, feel free to reach out to me on my cell, 701-400-5412. I look forward to seeing you on Monday!

Michelle Tabbert

NDACo/NDCCA Board Liaison
701-425-0822
michelle.tabbert@ndaco.org

Michelle M. Tabbert

Subject: NDACo Annual Conference Invitation - RSVP Deadline: Tuesday, October 14th

From: Crothers, Justice Daniel J. <DCrothers@ndcourts.gov>
Sent: Wednesday, October 8, 2025 10:22 AM
To: Aaron Birst <aaron.birst@ndaco.org>
Cc: Michelle M. Tabbert <Michelle.Tabbert@ndaco.org>
Subject: RE: NDACo Annual Conference Invitation - RSVP Deadline: Tuesday, October 14th

Aaron,

Thank you for the invitation. I do and have always appreciated your organization giving us a chance to meet and talk to your members. Unfortunately, I have plan to be out of town on Monday the 27th so I cannot attend. Good luck on what I am sure will be another successful meeting.

Dan

Daniel J. Crothers, Justice
North Dakota Supreme Court
600 East Boulevard Avenue
Bismarck, ND 58505-0180
701-328-4205 (O)

From: Aaron Birst <aaron.birst@ndaco.org>
Sent: Wednesday, October 8, 2025 9:39 AM
To: NDACo <ndaco@ndaco.org>
Subject: NDACo Annual Conference Invitation - RSVP Deadline: Tuesday, October 14th

Please accept this invitation to attend the NDACo Annual Conference and Expo, scheduled for October 26-28 at the Bismarck Event Center. Along with NDACo President Trudy Ruland and NDCCA President Joan Hollekim, I welcome you to attend any of the conference workshops and general sessions. County officials appreciate the profound value of their relationships with state government officials. This conference provides a unique opportunity for you to interact with many county officials and strengthen these relationships.

You can find our conference agenda at <https://www.ndaco.org/annual-conference/>. This year's theme is *County Fair*, and our workshops and general sessions promise to inform and entertain.

In addition to attending any workshops and general sessions at no charge, you are also invited to attend the Social and/or Dinner & Evening Entertainment (County Fair Games and The Band NOVA) on Monday evening, October 27th. The Social begins at 5:15 pm and the Dinner & Evening Entertainment at 6:30 pm.

To assist in our meal counts, we ask that you **RSVP by Noon on Tuesday, October 14th**, if you plan to attend the Monday Dinner. Please RSVP to Michelle Tabbert at michelle.tabbert@ndaco.org or (701) 425-0822. When you arrive, please stop by the Registration Desk for your name badge and complimentary ticket. You are welcome to purchase tickets for other meal functions.

If you have further questions, please contact our office at 701-425-0808. I hope to see you at the conference!

Sincerely,

Aaron G. Birst

NDACo Executive Director

701-425-0808

aaron.birst@ndaco.org



Subject: Happy VZ Outreach Anniversary

From: Wilson, Sandy J. <swilson@nd.gov>
Sent: Tuesday, September 30, 2025 12:13:57 PM
To: Ryan Gellner <rgellner@ndaco.org>
Cc: Wahlman, Lauren R. <lwahlman@nd.gov>
Subject: Happy VZ Outreach Anniversary

Ryan,

I forgot to wish you a happy work anniversary – on October 1, 2011, you started as an Outreach Coordinator for the HSD. Bringing you on board was one of the best decisions the HSD could have made. You did an outstanding job when you did this program alone and have developed the VZOP into the success it is today. You have trained six phenomenal coordinators who represent the Vision Zero mission well. Thank you for all that you do, and I am grateful I have had the opportunity to work alongside you for the past several years.

Take care – and wishing you another 14 years of success.

Sandy Wilson
Program Manager

701.328.2899 • swilson@nd.gov • dot.nd.gov

NORTH
Dakota | Transportation
Be Legendary.

Michelle M. Tabbert

Subject: Renville/Mill levy calc sheet

----- Original message -----

From: "Pollman, LeAnn M." <lpollman@nd.gov>
Date: 9/8/25 1:03 PM (GMT-06:00)
To: Linda Svihovec <Linda.Svihovec@ndaco.org>
Subject: RE: Renville/Mill levy calc sheet

Thank you so much! You are always a great reassurance to me and a great source of trusted information!

LeAnn M. Pollman
Renville County Auditor
701.756.6301

From: Linda Svihovec <Linda.Svihovec@ndaco.org>
Sent: Monday, September 8, 2025 12:41 PM
To: Pollman, LeAnn M. <lpollman@nd.gov>
Subject: RE: Renville/Mill levy calc sheet

Yes LeAnn you are correct that an increase in value caused by reassessment would not be included on Line 13 on Maximum Levy Worksheets. See MLW Instructions below.

Page 2

No. 11. Enter taxable value of taxable and exempt* property removed from the taxing district since the base year. Examples of reasons why the property no longer exists in the taxing district include the following: destruction of property, demolition, removal of structures or improvements, loss by annexation to another district, wind turbines that convert from a centrally assessed value to assessment as a payment in lieu of property tax. **DO NOT** include any change in value caused by reassessment, change in classification, change in value made by any board of equalization, or loss in value caused by taxable property becoming exempt. *

No. 12. Adjustment for property no longer in the taxing district (No. 10 times No. 11).

No. 13. Enter taxable value of taxable and exempt* property added to the taxing district since the base year. Examples of property added include: new construction and property added by annexation. **DO NOT** include any change in value caused by reassessment, change in classification, change in value made by any board of equalization, or increase in value caused by exempt* property becoming taxable.

Linda Svihovec
ND Association of Counties
Cell: 701-570-0082

-----Original Message-----
From: Pollman, LeAnn M. <lpollman@nd.gov>

Sent: Monday, September 8, 2025 10:51 AM
To: Linda Svihovec <Linda.Svihovec@ndaco.org>
Subject: Renville/Mill levy calc sheet

Linda - I forgot the attachment!!

LeAnn M. Pollman
Renville County Auditor
701.756.6301

-----Original Message-----

From: no_reply@renvilleauditor.com <no_reply@renvilleauditor.com>
Sent: Monday, September 8, 2025 10:57 AM
To: Pollman, LeAnn M. <lpollman@nd.gov>
Subject: Scanned image from BP-70M45

***** CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe. *****

Reply to: Renville Cty Auditor <no_reply@renvilleauditor.com> Device Name: Not Set Device Model: BP-70M45
Location: Not Set

File Format: PDF (Medium)
Resolution: 200dpi x 200dpi

Attached file is scanned image in PDF format.



Michelle,

Thanks so much for allowing us to host your NDACo Board dinner. Our small business really appreciates the repeat business. We hope you and your team enjoyed their evening.

-Payton + The Paddle Trap Team

SERVICE REPORT: Legislative Services December 2025

(Report submitted to the Board of Directors by Linda and Donnell)

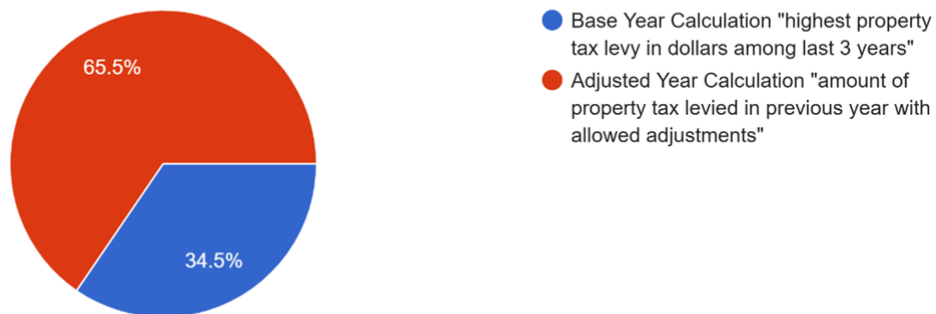
This meeting's Legislative Report contains information on the Impacts of Caps and an update on the interim committee activities.

Impacts of Caps

NDACo has spent the year working with counties on the implementation of HB 1176 which was the major property tax relief / reform bill. Staff have provided numerous presentations and have been a reliable, go-to source for questions and assist counties in working through the various questions and challenges. In an effort to capture the impacts of the 3% limitation on property tax revenues on county budgets, NDACo developed a survey for counties to complete. At this time, 47 counties have responded that includes answers from 44 auditors and 12 commissioners. This survey provides insight into how counties managed their budgets with the mandated limitations along with their outlook on how the caps will impact the health of the county in the future.

Did you calculate your cap based on Adjusted Year or Base Year?

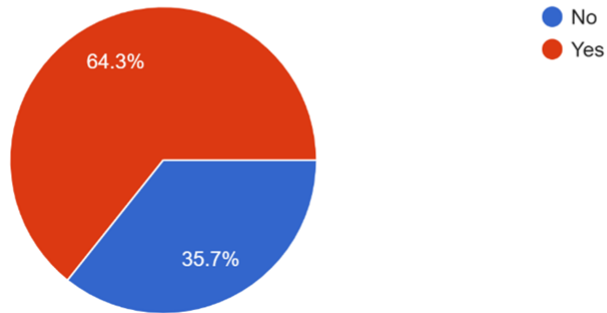
55 responses



In dollars the 3% cap limitation was equal to anywhere from \$18,000 in Slope County to \$1Million in Cass.

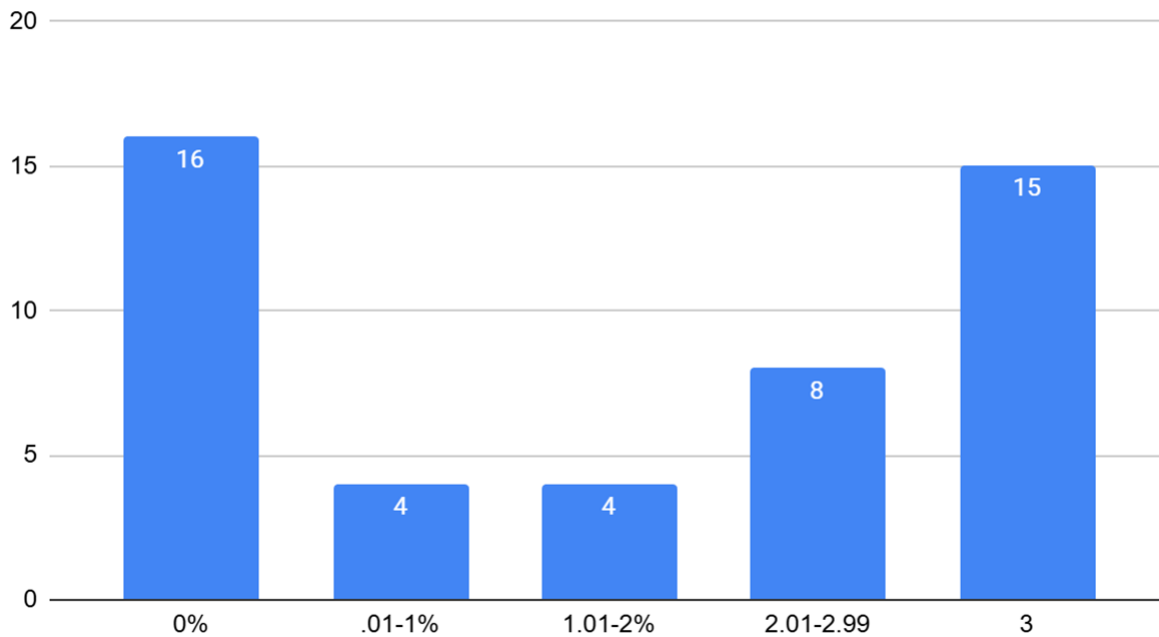
Do you plan to have excess cap percentage to carry forward for future years (Line 46 Cap Calculation Worksheet)

56 responses



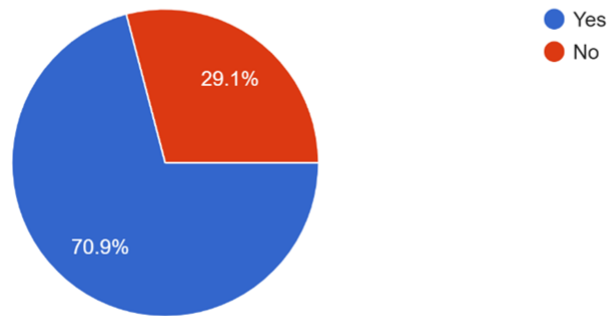
HB 1176 allows taxing districts to carry forward unused percentages of the 3% cap for up to 5 years. In 2025, 30 Counties approved budgets that will carry over a percentage of unused cap.

Percentage of Unused Cap to Carry Forward



Did you use reserves to cover 2026 budget expenses?

55 responses



Diving further into this data we learned:

- 30 counties had a percentage of unused cap to forward.
 - Of those 30 counties, 20 of them used RESERVES.
- 30 counties tapped their reserves to help with their budget.
 - 12 counties used reserves and all of the dollars allowed under the 3% cap (no carry over).

Other Financial Impacts Associated with HB 1176

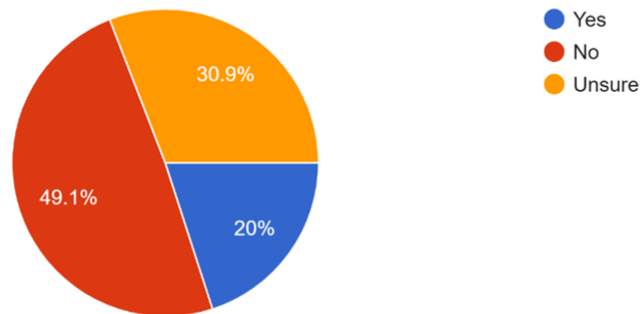
Counties experienced other financial impacts as a result of HB 1176. One area that wasn't taken into account with HB 1176 is that Election costs were not included in 2025 budgets, but counties would need to budget for that in 2026. Counties reported in the survey that this line-item alone totals over \$3 million statewide. The county impact is anywhere from \$4,300 Renville County to \$571,000 in Cass County.

Several counties saw costs for software and programming changes that were required to meet the legislative requirements in HB 1176.

We also found that the 3% levy impacted the ability for counties to obtain state grants.

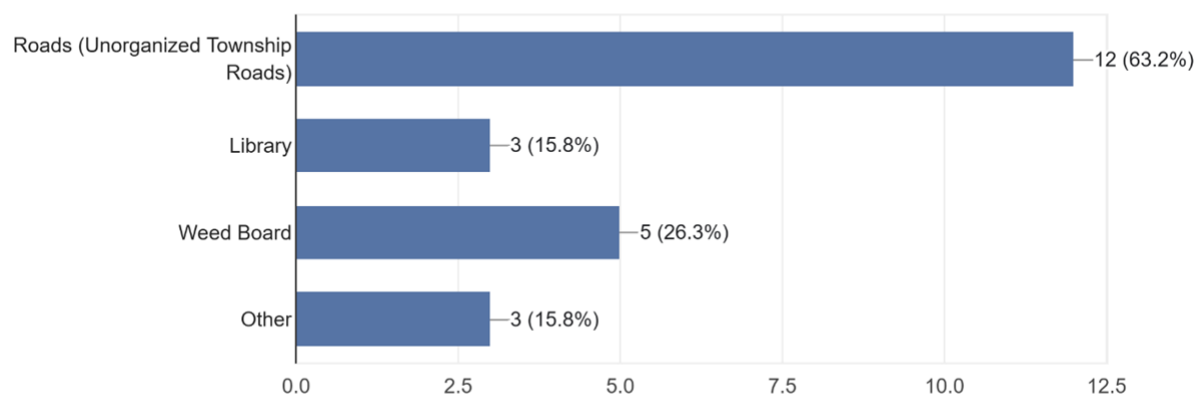
Were there software / programming costs as a result of passage of HB 1176?

55 responses



Did the 3% cap affect any levies tied to state grants? (Check all that apply)

19 responses

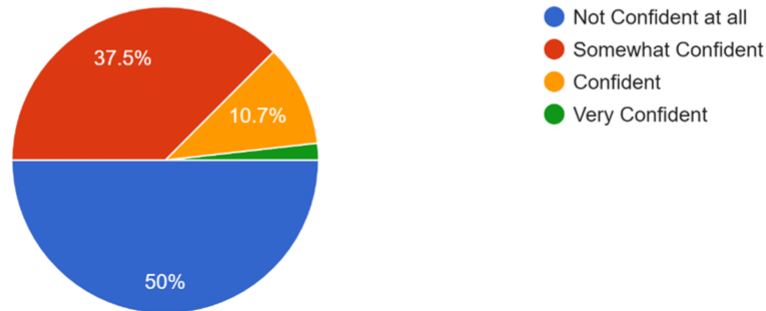


Overall, counties prepared their 2026 to the best of their abilities, but the comments and results of the survey illustrate a bleak outlook for budgeting and planning for the future.

Nearly 90% of respondents say they are NOT CONFIDENT AT ALL or SOMEWHAT CONFIDENT that under the 3% Cap environment the county can meet the NEEDS of residents in the next 5 years.

With the 3% cap restriction, how confident are you that your county can meet the NEEDS of your residents in the next five years?

56 responses



Top items Counties indicated they have cut due to the budget limitations:

- Salary increases
- Road projects
- Law enforcement
- Delay equipment purchases

Counties shared the following key concerns:

- Overarching comments about a deep concern for the future
- Expansion of exemptions for items like elections, health care costs, corrections and other unfunded state mandates or costs counties cannot control
- Cap needs to be adjusted upward to 5% or tied to inflation
- Depleting reserves in order to fill gap in funding is unsustainable
- Inability to provide adequate / competitive salary increases
- Inability to keep up with the cost to maintain or repair county buildings

NDACo 2025-26 Interim Legislative Activities

25-26 Interim Legislative Tasks	Committee	Date	Chair
Study feasibility, siting & development of advanced nuclear power plants in the state	Advanced Nuclear Energy	12/15	Sen. Patten
Consider studying water and wetlands regulations and the taxation of inundated lands in the state.	Agriculture & Water Mgt		Rep. Hauck
Approve DOT projects utilizing more than \$10m from flex fund	Budget Section	12/10/25	Rep. Vigesaa
Review Budget Data - REPORT	Budget Section		
Behavioral health beds grant funding - REPORT	Budget Section		
Attorney General technology grants to LE - REPORT	Budget Section		
Status of Flexible Transportation Fund - REPORT	Budget Section		
Status of Opioid Settlement Fund - REPORT	Budget Section		
DOCR prison population plan - REPORT	Budget Section		
Study various issues related to child custody	Child Custody Review Task Force	12/11	Sen. Clemens
Study volunteer emergency responder recruitment & retention	Emergency Response Services	12/17/25	Rep. Grueneich
Study grant funding for emergency services & public safety	Emergency Response Services		
Study evolving fire service operational & response needs	Emergency Response Services		
DES on Security threats posed by foreign adversaries - REPORT	Emergency Response Services		
DHHS on status of distressed ambulance service program - REPORT	Emergency Response Services		
Retirement program proposals	Employee Benefits Programs		Sen. Cleary
Review measures & proposals impacting NDPERS	Employee Benefits Programs		
Approve terminology adopted by PERS to comply with federal requirements	Employee Benefits Programs		

NDPERS Status of Defined Contribution plan - REPORT	Employee Benefits Programs		
Develop comprehensive statewide energy policy	Energy Development & Transmission		Rep. Novak
Study impact of large energy consumers including data centers on electrical grid, regulatory structure & economic development	Energy Development & Transmission		
Review state budget info	Government Finance	12/11/25	Rep. Hagert
Study costs & benefits of regional correctional facilities, deferred admission & prioritization	Government Finance		
Legacy Fund Earnings Status - REPORT	Government Finance		
DOCR on new minimum security prison - REPORT	Government Finance		
Study unmet oral health needs of low income children	Health Care		
DHHS on fentanyl deaths - REPORT	Health Care		
DHHS on legislative recommendations - REPORT	Health Care		
ND Legislative Health Care Task Force - REPORT	Health Care		
Study accessibility of state & local services for individuals deaf, hard of hearing as req by federal law	Human Services		Sen. Davison
Study laws, rules & policies relating to child care provider licensing	Human Services		
Evaluation of DHHS child care services program	Human Services		
Study of homelessness in state	Human Services		
Various REPORTS	Human Services		
Study fees collected for technology services including SORN, 911, 988, emergency communications	Information Technology	12/2/25	Rep. Bosch
IID on Statewide Longitudinal Data System - REPORT	Information Technology		
Emergency Services Communications Coordinating Committee - REPORT	Information Technology		
Study court fines & fees including 24/7	Judiciary	12/18	Sen. Myrdal

Study costs & savings related to pre-trial services	Judiciary		
Study of sentencing, correctional & parole systems. Includes review of sentencing requirements	Judiciary		
DHHS on juvenile justice diversion services task force - REPORT	Judiciary		
Attorney General on Law Enforcement appreciation grant - REPORT	Judiciary		
Attorney General on civilly forfeited property - REPORT	Judiciary		
Status of recruitment program for rural attorneys - REPORT	Judiciary		
DOCR on tracking uniform data including proposal to develop portal related to medicaid status of offenders - REPORT	Judiciary		
DOCR & 3 pilot counties on prosecution-led diversion program - REPORT	Judiciary		
Develop recommendations for investments in Legacy Fund & Budget Stabilization Fund	Legacy & Budget Stabilization Fund Advisory Board		Rep. Warrey
Review with State Auditor updates to audit standards	Legislative Audit & Fiscal Review	12/9/25	Sen. Magrum
Study & review audit reports submitted by State Auditor	Legislative Audit & Fiscal Review		
Determine when State Auditor is to perform audits of political subdivisions	Legislative Audit & Fiscal Review		
Order State Auditor to audit or review political subs accounts	Legislative Audit & Fiscal Review		
Various reports from State Auditor related to policies and processes - REPORTS	Legislative Audit & Fiscal Review		
Study to identify areas to increase efficiency & methods to implement cost-saving measures	Legislative Task Force on Government Efficiency	12/3/25	Rep. Toman
Study state laws related to crimes against children	Protection & Victim Services	12/16/25	Rep. Satrom
Study human trafficking victim service and re-entry programs	Protection & Victim Services		
AG on human trafficking grant program - REPORT	Protection & Victim Services		

Office of Guardianship & Conservatorship Office - REPORT	Protection & Victim Services		
Federal Funding - Special Session Prep	Rural Health Transportation Committee		Sen. Bekkedahl
Impacts of HB 1176 - Property Tax Relief, Limitations & Implementation	Tax Reform & Relief Advisory	12/3/25	Sen. Bekkedahl
Study oil extraction tax exemption for stripper wells	Tax Reform & Relief Advisory		
Tax Commissioner on analysis of HB 1176 impacts - REPORT	Tax Reform & Relief Advisory		
Tax Commissioner on statewide property tax increases - REPORT	Tax Reform & Relief Advisory		
Study tribal-state issues includes human services & corrections	Tribal & State Relations		Rep. Holle
Study tribal land taxation issues	Tribal & State Relations		
Study establishing a wastewater project fund for grants	Water Topics Overview		Rep. Swiontek
Study management authority of waters to watershed vs political sub	Water Topics Overview		

SERVICE REPORT: Governance

December 2025

(Report submitted to the Board of Directors by
Governance Committee Chair Kim Jacobson, Aaron, Genny and Michelle.)

PROGRAM UPDATE:

- **Board Policies**

At the December meeting, Genny will conduct a review of all Board policies. These are available for review in the Important Info section of the Board Area of the website.

In connection with the preparation of the Return of Organization Exempt From Income Tax (Form 990) for the year ended December 31, 2025, the ND Association of Counties/Institute of Local Government is required to provide information regarding relationships between officers, directors, trustees, and key employees of the organization as well as transactions with interested persons.

Board members will be asked to complete a 2025 Conflict of Interest Disclosure Statement as you are included as one of these individuals on the Form 990 for the year ended December 31, 2025. **NOTE: A paper copy of the disclosure statement (Gray) will be provided at the Board meeting.**

Please note that relationships and transactions reported to us may or may not be reported on Form 990 as there are complex reporting thresholds and exceptions. Eide Bailly LLP, our Form 990 paid preparer, will assist us in analyzing these items and determining whether they are reportable.

In order to properly respond to this requirement, Board members are asked to furnish answers to the questions, sign their name, and return the questionnaire at the Board meeting on December 11, 2025.

- **2026 Committee Assignments**

All positions on the 2026 Finance Committee and Governance Committee have been filled. A complete list of each committee's members follows.

- **2025 Individual Board Member Self Evaluation Results**

The results of the NDACo Individual Board Member Self Evaluation conducted in August follow. Fourteen out of a possible 20 evaluations were returned.

- **Board of Director's Governance Appraisal**

After the December meeting, Board members who have served at least one year will be asked to complete the 2025 Board Governance Appraisal. Directors who have served less than one year on the Board will be asked to complete the New NDACo Board Member Appraisal in lieu of the Governance Appraisal. The results of the surveys will be provided at the next Board meeting. To get more feedback for analysis and to identify areas where improvement is needed, both appraisals will be completed online after the meeting.

2025

CONFLICT OF INTEREST DISCLOSURE STATEMENT

If you answer “yes” to any of the below questions, please provide a description of the transaction in number 15.

		Yes	No
	Current year list of officers, directors, trustees, and key employees Beau Anderson Howdy Lawlar Stanley Dick Neal Messer Don Flaherty Aaron Mork Jamee Folk Nick Moser Joshua Frey Shirley Murray Tony Grindberg Scott Ouradnik Becky Hagel Kelly Palm Tiffany Harr Trudy Ruland Joan Hollekim Jayme Tenneson Kim Jacobson Jarret Van Berkorn Erica Johnsrud Robert Wilson Chad Kaiser Aaron Birst Wanda Knutson Genny Dienstmann Dana Larsen		
1.	Are any of the individuals listed above your spouse, parent or grandparent, brother or sister (whether whole or half blood), child (whether natural or adopted), grandchild, or the spouse of a brother, sister, child, or grandchild?		
2.	Are you employed by or do you employ any of the individuals listed above either in a sole proprietorship or in an organization in which you or the other person is an officer, director or key employee or greater than 35% owner? <i>Please note: This disclosure does include working as an employee of a tax-exempt organization.</i>		
3.	Have you conducted business with any of the individuals listed above (other than in the ordinary course of business on the same terms offered to the general public? <i>Example: Sale of a car by the owner of a car dealership to another individual is not required to be disclosed if on the same terms as the general public.</i>		
4.	Do you and any of the individuals listed above serve as a director, trustee, officer, or greater than 10% owner in the same business or investment entity. <i>Please note: Serving in one of these roles with a non-profit organization does not require disclosure.</i>		
5.	Did you or your family members (as defined above) enter into an excess benefit transaction with the organization? An excess benefit is a transaction in which an excess benefit is provided by the organization. An example of an excess benefit would be paying compensation in excess of fair market value or paying more than fair market value in an exchange transaction.		
6.	Did any business that is owned more than 35% by you or your family members enter into excess benefit transactions with the organization?		
7.	Do you or your family members have any loans to or from the organization?		

		Yes	No
8.	Did any business that is owned more than 35% by you or your family members have any loans to or from the organization?		
9.	Did you or your family members receive any grants or similar economic assistance from the organization?		
10.	Did any business that is owned more than 35% by you or your family members receive any grants or similar economic assistance from the organization?		
11.	<p>Did you or your family members have any business transactions with the organization in excess of \$10,000?</p> <p>Business transactions include but are not limited to contracts of sale, lease, license, and performance of services. Business transactions also include joint ventures in which either the profits or capital interest of the organization and of the interested person each exceeds 10%.</p>		
12.	Did any business that is owned more than 35% by you or your family members have any business transactions with the organization in excess of \$10,000?		
13.	Did any taxable business for which you also serve as an officer, director, trustee, key employee, partner, member of the entity, or shareholder of a professional corporation have any business transactions with the organization in excess of \$10,000?		
14.	Did the organization pay compensation to one of your family members in excess of \$10,000?		
15.	<p>For any yes responses to above questions, please provide a description of the transaction (Amount, person involved, transaction):</p> <div style="border: 1px solid black; height: 150px; width: 100%; background-color: yellow;"></div>		

The answers to the foregoing questions are correctly stated to the best of my knowledge and belief.

Date

Signature

Name, Title

2026 NDACo Committee Assignments

December 2025

President Chad Kaiser has made her committee appointments for 2026. Following is a list of the committee appointments, along with a short description of their purpose and recommended makeup.

FINANCE COMMITTEE

Description: *Standing committee created to develop the budget and dues recommendations, as well as investigate, assess and develop new revenue sources for the Association. The committee is traditionally chaired by the First Vice President and is composed of the executive committee and one to three other members appointed by the President.*

2025 Members

Nick Moser, Cavalier County Commissioner (Chair)
Kim Jacobson, Agassiz Valley Human Service Zone Director
Becky Hagel, Foster County Commissioner
Trudy Ruland, Mountrail County Commissioner
Chad Kaiser, Stutsman County Sheriff
Erica Johnsrud, McKenzie County Auditor/Treasurer *

* Term will expire on October 13, 2026.

GOVERNANCE COMMITTEE

Description: *Standing committee that serves as the conscience of the board. It continually examines how the board is functioning, how board members communicate, and whether the board is fulfilling its responsibilities and living up to the Association's objectives. It is responsible to identify, recruit, and nominate individuals for executive offices. In addition, this committee is responsible to recommend amendments to the constitution and bylaws, orient new board members, provide continuing board education, and conduct board evaluations. The committee is traditionally composed of six members appointed by the current NDACo President. At the December 2013 Board meeting, a motion was passed making the 2nd Vice President (instead of the 1st Vice President) chair of this committee. In addition to the chair, the Immediate Past President, and four other individuals serve on this committee.*

2026 Members

Kim Jacobson, Agassiz Valley Human Service Zone Director (Chair)
Jamee Folk, Mercer County Commissioner
Dana Larsen, Ward County Highway Engineer
Shirley Murray, Sheridan County Auditor
Scott Ouradnik, Slope County Commissioner
Trudy Ruland, Mountrail County Commissioner

NDACo Board Member Self Evaluation Results Comparison of the Average Score

Question:	2021	2022	2023	2024	2025
1. Understand NDACo's mission vision and six major goals?	4.7	4.8	4.9	4.7	4.9
2. Support the mission and goals?	4.9	4.8	4.9	4.9	5.0
3. Have a good working relationship with other board members?	4.7	4.7	4.8	4.8	4.8
4. Have a good working relationship with the chief executive?	5.0	4.8	4.9	4.8	4.9
5. Are knowledgeable about NDACo's major programs and services?	4.6	4.6	4.6	4.6	4.8
6. Are able to express a dissenting vote or voice concerns about a recommendation with which you disagree?	4.6	4.7	4.7	4.7	4.9
7. Strive to represent the views and interests of the general membership during board meetings?	4.9	4.8	4.9	4.8	5
8. Read and understand NDACo financial statements?	4.4	4.5	4.5	4.6	4.9
9. Act knowledgeably and prudently when making recommendations about how NDACo's funds should be invested or spent?	4.5	4.5	4.5	4.6	4.9
10. Prepare for and participate at board meetings as well as other activities of NDACo?	4.8	4.7	4.9	4.8	4.8
11. Take advantage of opportunities to enhance the organizations public image by periodically speaking to leaders in the community about the work of the organization?	4.1	4.3	4.6	4.6	4.9
12. Take advantage of opportunities to enhance NDACo's image by periodically speaking to members and nonmembers about the association's benefits?	4.3	4.4	4.5	4.6	4.9
13. Are able to meet the time and financial commitments of NDACo?	4.8	4.7	4.8	4.6	4.9
14. Are able to attend regularly scheduled meetings?	4.9	4.8	4.9	4.7	4.9
15. Respect the confidentiality of the board's executive sessions?	5.0	4.9	5	4.8	4.9
16. Suggest agenda items for future board and committee meetings?	4.3	4.6	4.4	4.4	4.8
17. Advise and assist the chief executive when your help is requested?	4.8	4.7	4.9	4.8	4.9
18. Are heard and considered when you give opinions and views?	4.9	4.7	4.9	4.8	4.9
19. Find serving on the board to be a satisfying and rewarding experience?	4.9	4.9	4.9	4.9	5

Scale: 1 - Not Satisfied 3 - Not Sure 5 - Satisfied

Comments:

I have enjoyed my first year of service on the Board and feel I am getting a handle on the In's & Out's. I look forward to my continued service in this area. (Don Flaherty)

I appreciate how well this Board works together and can respectfully disagree when needed. (Jamee Folk)

I enjoy serving in this capacity. (Erica Johnsrud)

My goal coming out of the August 2025 meeting is to meet more frequently with our legislators with our concerns. (Nick Moser)

**NORTH DAKOTA ASSOCIATION OF COUNTIES
PROPOSED 2026 NDACo BUDGET**

	General Fund				
	2024 Actual	2025 Budget	Est. 2025 Year-End	2026 Proposed	
REVENUES					
NDACo GENERAL INCOME					
County Dues	727,757	735,030	735,030	735,030	1)
NDCCA/National Participation	13,000	13,000	13,000	13,000	2)
Fixed Interest Income	153,831	75,800	477,390	295,000	
Subsidiary Revenue	0	23,000	21,890	22,000	
Grant Operating Reimbursements	5,650	5,800	4,790	4,500	
Legislative Contract Fees	0	8,500	8,000	0	
Miscellaneous Revenue	6,206	5,300	7,550	6,400	
Gain on Sale of Equipment	3,515	0	0	0	
TOTAL GENERAL INCOME	909,959	866,430	1,267,650	1,075,930	
PUBLICATION SERVICES					3)
Publication Sales	763	700	1,260	700	
Web Page Revenue	1,600	1,600	1,600	1,600	
AD Revenue	47,502	46,000	50,600	49,500	
TOTAL PUBLICATION SERVICES	49,865	48,300	53,460	51,800	
CONFERENCE SERVICES					4)
NDACo Annual Convention	237,831	248,200	266,000	265,000	
Capital Connection/Leg Gathering/Subs	0	22,000	6,200	5,000	
Other Workshops/Conferences	0	2,500	0	0	
TOTAL CONFERENCE SERVICES	237,831	272,700	272,200	270,000	
COOPERATIVE SERVICES					5)
Indirect Cost Program	265,382	230,000	230,000	230,000	
Drug/Alcohol Testing	83,570	84,000	89,380	87,000	
Member Association Mgmt Agreements	120,554	122,040	130,540	124,510	
Worker's Comp. Program	4,087,073	3,811,500	3,991,060	3,776,820	
Workers Comp Grant Program	0	0	8,400	0	
Next Generation 911 Prog Admin	527,839	408,100	385,550	414,000	
GIS Program	38,346	48,000	43,580	44,400	
Juvenile Justice Grants	985,740	875,000	1,110,310	1,050,000	
ILG Professional Development Program	83,000	82,900	82,900	82,900	
DOT Projects	976,747	1,362,670	1,392,200	1,642,000	
Other Programs	65,046	60,800	56,630	55,040	
Other Special Projects	73,814	50,600	62,930	16,500	
TOTAL COOPERATIVE SERVICES	7,307,111	7,135,610	7,583,480	7,523,170	
BUILDING REVENUE					6)
Rental Income	244,860	265,850	265,870	270,910	
TOTAL BUILDING REVENUE	244,860	265,850	265,870	270,910	
REVENUE TOTAL	8,749,626	8,588,890	9,442,660	9,191,810	

	General Fund				
	2024 Actual	2025 Budget	Est. 2025 Year-End	2026 Proposed	
STAFF & INDIRECT EXPENDITURES					
SALARIES					7)
Staff Salaries	2,021,236	2,134,598	2,208,735	2,292,120	
Summer Interns	6,307	10,000	0	10,000	
Cost of Living/Merit Adjustment	0	64,040	0	67,270	
Market Adjustment	0	30,000	0	10,000	
YE Intercompany Adjustment	(16,502)	0	0	0	
TOTAL SALARIES/ADJUSTMENTS	2,011,041	2,238,640	2,208,735	2,379,390	
FRINGE BENEFITS & PAYROLL TAX					8)
Fringe Benefits	629,650	727,040	740,700	792,000	
Longevity Program	20,520	22,390	22,390	23,800	
Payroll Taxes	153,864	178,920	170,490	184,410	
TOTAL FRINGE & PAYROLL TAX	804,034	928,350	933,580	1,000,210	
TRAVEL					9)
NDACo Staff	8,798	11,000	11,970	13,000	
NDACo Board of Directors	41,369	41,000	34,140	42,000	
National Board/Comm. Participation	47,839	72,000	71,640	76,000	
TOTAL TRAVEL	98,006	124,000	117,750	131,000	
GENERAL SUPPLIES & OPERATING					10)
Communications	15,030	15,440	18,330	22,800	
Office Supplies	5,457	5,500	5,260	6,000	
Postage	1,594	1,800	1,300	1,600	
Other Fees & Charges	714	750	30,250	800	
Subscriptions/Books	540	600	680	720	
TOTAL SUPPLIES & OPERATING	23,335	24,090	55,820	31,920	
GENERAL FEES & SERVICES					11)
Accounting/Audit	23,630	25,000	26,590	28,100	
Insurance	3,665	4,200	3,640	10,510	
Other Contractual	32,140	26,410	28,320	40,730	
Registration Fees & Dues	6,142	6,800	6,000	6,600	
Marketing Expense	1,056	1,500	2,550	1,500	
TOTAL FEES & SERVICES	66,633	63,910	67,100	87,440	
GENERAL EQUIPMENT & MAINT.					12)
Small Office Equip. Purchase & Maint.	0	500	1,800	1,000	
Photocopier Supplies & Maint.	967	1,200	1,290	1,400	
Computer Supplies & Maint.	6,422	4,000	3,150	3,800	
Vehicle Expenses & Maint.	4,160	6,500	4,200	6,000	
Gen. Office Equip. Replacement Fund	14,233	15,400	15,620	26,130	
Vehicle Replacement Fund	7,539	7,540	7,540	630	
TOTAL GEN. EQUIP. & MAINT.	33,321	35,140	33,600	38,960	
BUILDING FEES					13)
Janitorial/Maintenance	11,533	16,000	10,610	15,000	
Utilities	52,354	58,000	52,460	56,000	
Contractual Services	91,658	101,000	100,720	135,000	
Insurance	3,878	4,200	4,700	5,170	
Property/Income Taxes	23,232	26,000	26,000	26,000	
Building Depreciation	156,282	157,520	154,440	156,500	
TOTAL BUILDING FEES	338,937	362,720	348,929	393,670	

	General Fund				
	2024 Actual	2025 Budget	Est. 2025 Year-End	2026 Proposed	
DIRECT SERVICE EXPENDITURES					
LEGISLATIVE SERVICES					14)
Legislative Relations	10,106	17,000	15,530	12,000	
Legislative Social	0	5,000	0	0	
Computer/Communications	3,759	7,700	6,690	6,000	
Legislative Legal/Lobbying	0	0	0	0	
TOTAL LEGISLATIVE	13,865	29,700	22,220	18,000	
PUBLICATION SERVICES					15)
County News	23,792	24,000	24,900	26,400	
Web Development/Maintenance	1,020	1,200	1,200	3,200	
County Officials Directory	4,370	4,400	4,730	5,200	
Other Publication Costs	3,750	3,800	3,800	3,800	
TOTAL PUBLICATIONS	32,932	33,400	34,630	38,600	
CONFERENCE SERVICES					16)
NDACo Convention	197,936	215,000	235,000	260,000	
Capital Connection/Leg Gathering/Subs	8	5,000	920	0	
Other Meetings/Workshops	8,998	25,000	11,000	12,000	
TOTAL CONFERENCE SERVICES	206,942	245,000	246,920	272,000	
COOPERATIVE SERVICES					17)
Indirect Cost Contractor	225,875	10,000	15,520	35,210	
Drug/Alcohol Testing	69,558	70,000	74,320	73,000	
Member Association Mgmt Agreements	1,580	2,000	10,500	2,000	
Workers Comp Program	3,199,842	2,693,920	2,955,874	2,745,940	
Workers Comp Grant Program Exp.	0	0	8,400	0	
Next Generation 911 Program Admin	(5,345)	1,500	500	1,500	
GIS Pilot Program	5,166	6,000	8,330	3,500	
Juvenile Justice Grants	848,776	750,000	971,970	910,500	
ILG Professional Development Program	9,581	12,200	12,220	5,000	
DOT Projects	674,483	869,930	949,200	1,043,460	
Other Programs	4,501	4,900	5,300	5,350	
Other Special Projects	99,433	83,000	80,340	50,000	
TOTAL COOPERATIVE SERVICES	5,133,450	4,503,450	5,092,474	4,875,460	
EXPENDITURE TOTAL	8,762,496	8,588,400	9,161,758	9,266,650	
REVENUE OVER EXPENDITURES	(12,870)	490	280,900	(74,840)	18)
NONOPERATING REVENUE					
Variable Investment Income	669,757	500,000	416,800	312,000	19)

Suggested Motion: Motion to approve the 2026 budget as presented.

North Dakota Association of Counties



Notes for the 2025 Projected Year-end and 2026 Budget:

- 1) Dues represent 8% of total budgeted revenues for 2026. Per the recommendation of the Finance Committee, the budget amount reflects no dues increase for next year.
- 2) General revenue year end earnings is greater in 2025 as we moved our investments from the SIB Fund and have seen greater transparency in the earnings. There were also higher interest rates early in the year; these rates have recently been decreasing resulting in less fixed income budgeted for 2026.
- 3) Publication revenue will exceed the 2025 budget, as ad revenue was greater than expected. Ad revenue is budgeted similarly in 2026.
- 4) The 2025 conference revenue came in \$18,000 above budget. The Exhibitor and Registration rates were increased in 2025; and we saw high attendance and exhibitor commitments. We anticipate this revenue will be comparable in 2026. Also in 2025 we went with a joint event Capital Connection vs. County Day at the Capitol. The Revenues and Expenses were shared amongst the group, and were lower than budgeted on both the Revenue and Expense side.
- 5) Overall, 2025 year-end Cooperative Services revenues are \$447,000 over budget. Most programs just exceeded their budget goals; with a few being farther ahead of budget including Juvenile Justice and DOT grants. Programs showing an increase in revenues for the 2026 budget include NG911 Program and the DOT Projects. The workers comp estimated premiums and reconciliations came in higher in 2025, and based on preliminary county data, the 2026 budget is slightly less than year end amounts. The Vision Zero Program added a 6th Coordinator midway through 2025; and this growth is shown as a full year in the increased 2026 budget amount.
- 6) Building rental income came in right at budget amount in 2025. All building tenant leases have been renewed for 2026, which includes increased revenue for the coming year, along with the higher lease interest amounts that need to be accounted for under GASB 87 rules.
- 7) Year-end 2025 reveals \$30,000 unspent in the Salaries budget. Approval of the 2026 budget includes the following policy items: including an additional staff member request as some restructuring may be done with upcoming retirements. An allowance for \$10,000 for market adjustments, if needed, is included and an amount equal to 3% of salaries for COLA/merit increases for eligible employees which will increase wages approximately \$67,000. The year end audit adjustment is an audit requirement to properly allocate staff costs to their particular program.
- 8) NDACo will see a slight increase for health insurance rates of 5.51% for 2026. Retirement benefits will be more as 2024 hires will be eligible for this benefit for the full upcoming year, and a 2025 hire will be eligible mid 2026. A slight increase for other provider benefits such as long term disability/life insurance and flex account administration is included.
- 9) NDACo Travel expense is under budget in 2025; with a national ASAE Conference not attended. The slight increase in other areas is to allow for increases in travel costs.

Notes for the 2025 Projected Year-end and 2026 Budget:

- 10) General supplies and operating costs were on target with budget. The increase in 2026 is mostly to allow for a change in phone charges from our vendor. Also, you will notice roughly \$30,000 which were two fraudulent ACH payments made during 2025 which we have been unable to recover. Additional procedures have been put in place to avoid this in the future.
- 11) The general fees and services came in over budget for 2025, mainly due to audit fees slightly exceeding budget as well as costs for new Accounting Software. For 2026, NDACo will see an increase in audit fees as we enter a new 6 year agreement with Brady Martz as the board approved in August. We are currently seeking bids for Cyber Insurance coverage in 2026; since we determined our Data Breach coverage wasn't sufficient to recover dollars lost in our ACH fraud payments. Our Accounting Software (Sage Intacct) will also cost about \$16,000/year; compared to our current software of \$3,000/year. However, the new system will be much more user friendly and provide better reporting.
- 12) The general equipment and maintenance fees were less in 2025 than budgeted, due to lower computer supplies and vehicle maintenance costs. For 2026, a slight increase in computer supplies is included. The increase of about \$10,000 in depreciation costs are mainly due to Indirect Cost Program Software and Accounting Software Install costs; which are spread out over 5 years.
- 13) Building expenses came in under budget in 2025, but expect to be increasing about 13% in the 2026 budget. NDACo plans to continue using a building management company and some building improvement projects that were not completed in 2025 are being scheduled for 2026.
- 14) With 2026 being a non legislative year, costs in this area are less than 2025 year end amounts.
- 15) Year end publication costs are near budget in 2025. We've included nominal increases where inflation usually plays a part in costs; other publication costs remain consistent for the upcoming year.
- 16) The Annual Conference expense in 2025 exceeded budget by \$20,000; as costs have increased more than usual this year. For 2026 we expect some larger increases for the Conference in the areas of contractual support and audio/visual needs. Under Other Meetings, we saved money in 2025 by not hiring an outside consultant to run the Strategic Planning session.
- 17) As stated in the revenue section of Cooperative Services, the variations in this budget area reflects the various programs activity in 2024 and in 2025 adding staff to administer the Indirect Cost Program, direct costs will be substantially less. The DOT Programs will have increased costs with the additional staff and work being completed in these programs in the next year.
- 18) The Net Income for 2025 will be near \$280,000; the swing is attributable to the Fixed Interest Income over budget amounts this year. For 2026, we are proposing a loss from operations of \$74,840.
- 19) Investment Income is part of our long term investment plans, this amount is not included in the operating budget. As you know, we moved our Investments from the SIB Fund to Colliers Investments. This has resulted in greater transparency and more income recorded under Fixed Income, this reduced the amount of Nonoperating Revenue. With greater market fluctuations, we've budgeted more conservatively in 2026.

SERVICE REPORT: County Financial Partnerships (CFP)

December 2025

(Report submitted to the Board of Directors by Jason and Sara.)

PROGRAM UPDATE:

- **Next Generation 9-1-1 (NG9-1-1)**

The NG9-1-1 Program has made significant progress in the past year migrating 9-1-1 calls off of legacy CenturyLink/Lumen equipment in Bismarck and Fargo that is nearing end of life. At one point, the state had 144 trunks coming into the 9-1-1 network from phone companies throughout the state, and it's now down to 8. The overwhelming majority of 9-1-1 calls are now being delivered from service providers across a modern IP network, which is more robust and resilient than the legacy network of the past.

2026 is shaping up to be a very busy year. One of the last steps of the NG9-1-1 project is to migrate communications to a new communications protocol called "i3". That work began in December 2025 and will take over a year to transition all PSAPs to the new protocol. We're optimistic that we can complete this work before Q2 of 2027.

An additional consideration making the next year a busy one is that the program's project manager has signaled that she would like to retire sometime in 2026. Therefore, the program will need to transition a new employee into the project management role in 2026.

The program continues to have a healthy account balance, but that balance is being reduced each year, and we don't anticipate that trend reversing. The program still has 4-6 years that it can operate at present revenue/expenditure levels. However, the county's costs to support the program, which hasn't changed for over a decade, may need to be re-evaluated in the not-too-distant future.

- **Indirect Cost Reimbursement Services**

Since the last update, significant progress has been made in enhancing and improving the indirect cost plan process. Some of those accomplishments include:

- **Migration to the new software platform** - All 53 counties have successfully migrated into the new software system. This transition replaces the one-size-fits all template used by the previous vendor, Abacus, with a more accurate and county-specific structure.
- **Clean-up of plans** - Plans inherited from the prior vendor have been reviewed, with formatting and content standardized and corrected. Each plan now reflects the unique structure, departments, and cost centers of the individual county.
- **Continuous improvement** – Throughout each step of the process, identified opportunities to streamline workflows and reduce the burden on the auditors- seeking alternative sources to obtain supporting information, so counties have less manual work.

- **Integration of 2024 financial data** – With the exception of one outlier, each county's 2024 financials have been entered into the spread expense module. Allocation bases and statistics are currently being reviewed and updated to ensure they align with federal cost principles, accurately capture indirect costs, and improve plan defensibility and transparency.
- **Next steps:** Finalize allocation method adjustments, conduct plan-level quality assurance checks, and perform reviews with each county to validate assumptions and statistics.

SERVICE REPORT: Member Services

2025 Annual Conference Report

December 2025

(Report submitted to the Board of Directors by Jeff.)

2025 CONFERENCE RECAP*:

420 County officials and employees (record high)
74 First-Time Attendees
53 Counties represented (100%)



OFFICIALS BREAKDOWN (includes deputies, staff):

Commissioners: 146
Auditors/Administrators/Finance: 60 (19 also Treasurers)
Highway: 36
Recorders: 29 (11 also Clerk or other)
Tax Directors: 29
Treasurers: 23 (7 also Recorders, Clerks, other)
Sheriffs: 22
Emergency Managers: 11
Human Service Zone Directors: 10
Public Health: 10
State's Attorneys: 9
Human Resources: 7
Clerks of Court: 5 (2 also Recorders)
OTHER - Weed Control, Risk Managers, PIO, P&Z, GIS, 911: 15

**Spouses and guests are not included in these numbers*

CONFERENCE EXHIBITORS & SPONSORS:

30 Elite Exhibitors
44 Traditional Exhibitors
4 Large Equipment Exhibitors
24 Sponsors

CONFERENCE INCOME & DIRECT EXPENSE COMPARISON:

These numbers refer only to direct annual conference revenue and expenses. Direct expenses do not include staff time dedicated to planning and organizing the conference.

	Revenue	Expense	Net
2023	218,949	175,523	43,426
2024	237,830	197,624	40,206
2025	266,000	228,900	37,100

SUMMARY OF NOTABLE EXHIBITOR EVALUATIONS:

Notably, only nine responses were received. Comments and ratings were largely very favorable. An interesting comment is that we should let folks know that there are giveaways at many booths – not just Elite. Although this may dilute Elite effort, it's worth discussing that we could somehow highlight this with an asterisk on the list or something?

SUMMARY OF NOTABLE MEMBER COMMENTS:

118 attendees responded to our evaluation request, incentivized by a chance to win one of 5 gift cards (a good use for leftovers).

- Keynote Adrienne Haslet was very well-received, with one comment that she was, “By far one of the best speakers I have heard in a long time!”
- Keynote Cliff Naylor was also well-received, although less enthusiastically. His content, although entertaining, was not very relatable to our lives or work.
- Food
 - Oof. Food comments ALWAYS vary, but we really got beat up this year. We tried a number of new things, some of which we never intended to repeat because they were specific to the theme; but overall, it did not go well. We shared the comments with the catering company and were discounted significantly on the charges. We'll do better next year!
- Entertainment
 - We tried to do too much with both a dunking booth and band, but generally speaking, people had fun. “The band deserved better” was an accurate comment.
- Transportation
 - Those who used it were very grateful for it.
- Workshops Sessions
 - Generally positive comments – AI and Talent Acquisition were highly praised, as were Budgeting and Energy Growth.
- Other Topics
 - The County Fair theme was a hit.
Lots of compliments generally that the conference and staff are great and the app is very well used and liked. There were over 150 new installations this year and the app was viewed over 6,000 times!

SERVICE REPORT: County Tours

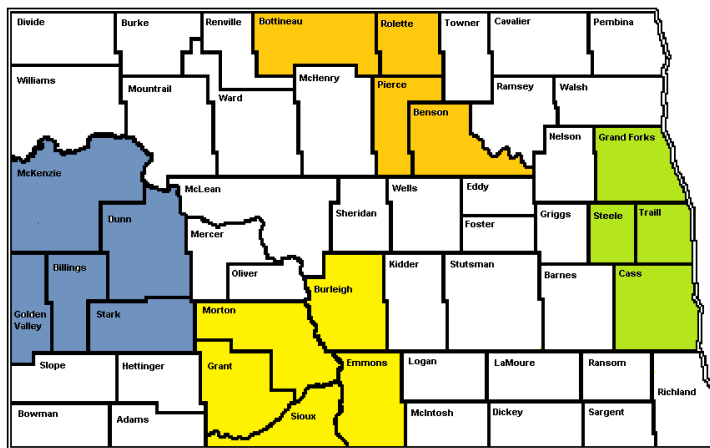
December 2025

(Report submitted to the Board of Directors by Aaron and Michelle.)

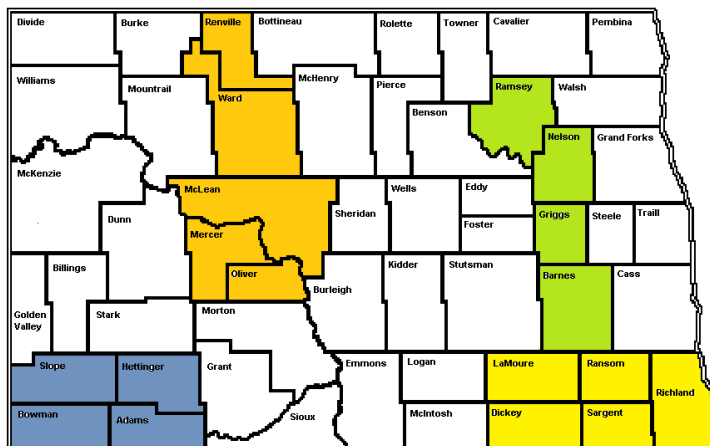
PROGRAM UPDATE:

- Below is a list of the counties that were visited in the four county tours conducted in 2025, as well as maps showing the counties to be visited in 2026 and 2027.
 - June 2025** – Cavalier, Pembina, Towner and Walsh
 - July 2025** – Burke, Divide, Mountrail and Williams
 - September 2025** – Eddy, Foster, McHenry, Sheridan and Wells
 - October 2025** – Kidder, Logan, McIntosh and Stutsman

2026 County Tours – *Proposed*



2027 County Tours – *Proposed*



SERVICE REPORT: National Participation December 2025

(Report submitted to the Board of Directors by Stanley, Robert, Scott and Michelle.)

PROGRAM UPDATE:

NACo Fall Board Meeting

NACo's Fall Board of Directors Meeting was held December 4-6, 2025, in Wise County, TX. Stanley Dick attended in person. Robert Wilson attended virtually due to a last-minute family matter that prevented him to travel.

Below is Stanley's report.

The theme of the NACo Fall Board Meeting was "Counties Telling Their Stories." Board members were educated on the art of telling our stories to state and federal officials. How do the policies that are made affect county government. The big elephant for all counties was, and is, property tax reduction and/or reform. How do we let state and federal leaders know how it affects counties without using data. Use real-life personal stories which not only show personality and living situations but also show emotion. NACo is experiencing a real disconnect between our different government partners. Therefore, adding emotion and feelings seem to be one of the best ways to connect on either good or bad policies.

Below is Robert's report.

Finances

- The Association continues to be in good shape as it continues to work through several years of planned deficit spending after the sale several years ago and planned investments to grow several NACo Edge revenue generating product lines.
- Thanks to strong interest growth, the association is about \$4M to the positive of where they expected to be currently.
- Revenue generation extremely important to NACo:
 - NACo has 17 staff working on legislative & advocacy issues.
 - National League of Cities – 4.

Upcoming Initiative – 'We are Counties'

- Multi-media campaign
 - Short documentaries
 - Social media
 - Podcasts
- Designed to elevate the brand of counties
- Leverage members as foot-soldiers
- Primary target audience is legislators and the general public. "Who in here thinks your legislators understand all that counties do?"
- Initial 3-year investment
- Collaborate with State Associations

Western Governors' Meeting

Stanley was invited to attend and present at the Western Governors' Association meeting in Scottsdale, AZ, in November. His time was spent mainly on agriculture and the Farm Bill. We are currently on Year 8 of a five-year Farm Bill passed in 2018. We have just added another one-year extension. Some positives to the extension are that we received higher reference prices, better fed crop premium subsidies, and SNAP funding through the end of September 2026. There are still ten federal departments that were only extended until January 26, 2026, so there is urgency to get all of government funded before then to avoid another government shutdown.

Western Interstate Region (WIR)

Scott Ouradnik is working with Zeke Lee at NACo to get the WIR Conference in Medora, ND. He's shooting for 2028, but we may need to be flexible on the date as other states have shown interest in hosting in 2028 as well.

Future NACo Conferences

Following are the dates and locations of the 2026 NACo Conferences:

- | | | |
|-----------------------------|----------------|----------------|
| ○ Legislative Conference | February 21-24 | Washington DC |
| ○ Western Interstate Region | May 5-8 | Maui HI |
| ○ Annual Conference | July 17-20 | New Orleans LA |

2026 Calendar

Board meeting dates need to be scheduled in April/May, August and December.

January 2026

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2026

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2026

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Recommended Board Meeting Dates

Dates to be Avoided

(See back page for a list of 2026 scheduled events.)

2026 Scheduled Events

January 21 – 23 ~ State's Attorneys Winter Meeting

January 28 – January 30 ~ Highway Engineers Annual Conference

February 12 ~ NDIRF Board Meeting - Tentative

February 21 – 24 ~ NACo Legislative Conference

March 5 – 7 ~ Division A & B Girls Basketball State Tournament

March 12 – 14 ~ Division AA Boys & Girls Basketball State Tournament

March 19 – 21 ~ Division A & B Boys Basketball State Tournament

April 3 ~ Good Friday

May ?? ~ Sheriff's Annual Meeting – ***Dates TBD***

May 5 – 8 ~ WIR Annual Conference

May 7 ~ NDIRF Annual Meeting - Tentative

May 13 – 14 ~ Clerks Annual Meeting

July ?? ~ Auditors & Treasurers Annual Meeting – ***Dates TBD***

June 3 – 5 ~ NDIRF Board Retreat – Tentative

June 16 – 18 ~ Records Annual Meeting

June 17 – 19 ~ State's Attorneys Summer Meeting

July 14 – 16 ~ Human Service Zone Directors Annual Meeting

July 17 – 20 ~ NACo Annual Conference

August 10 – 13 ~ Tax Directors Annual Meeting

August 15 – 18 ~ ASAE Annual Meeting

September 10 ~ NDIRF Board Meeting - Tentative

December 2 – 3 ~ NDIRF Board Meeting – Tentative