

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, December 18, 2018 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Justice Center, Stanley, ND with Commissioners Trudy Ruland, Garry Jacobson, Daniel Uran, Joan Hollekim and Wayne Olson present. Also present were States Attorney Wade Enget and Shari Buck, Western Regional Director for United States Senator, John Hoeven.

Chairman Ruland called the meeting to order.

2. APPOINTMENTS

9:30 A.M.

Discussion on Airport Authority and the contract renewals.

Moved by Comm. Olson, seconded by Comm. Uran, to enter into contract with the cities of New Town, Parshall, and Stanley to assist airport authorities with the operation and maintenance of the airports for a four year period ending December 31, 2022 and to pass a resolution for the County to levy 1.50 mills with an equal distribution of 33 1/3% to be allocated to the airport authorities of New Town, Parshall, and Stanley. No allocation would be given to Plaza Airport Authority as they were not given a percentage in the past and no one appeared to request a portion of the County Airport mill levy. Upon roll call, all present voted yes. Motion carried.

10:00 A.M.

Present for the public hearing to receive comment on the application filed by Edward Danks for zoning amendment change were Cory Ravnaas with Hyalite Engineering and Jake Danks.

The Planning and Zoning Commission recommended approval of the zoning amendment filed by Edward M Danks.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the request by Edward M Danks, for an amendment to the Mountrail County Zoning Ordinance to rezone a 29 acre more or less tract of land described as the Outlot 12 of SE & N1/2W1/2SE and Outlot 13 of SE of Section 13, Township 152 North, Range 92 West (Osborne Township) from agricultural to industrial for the purpose of building an office building and a shop in accordance with regulations set forth in Mountrail County Zoning Ordinance and as recommended by the Mountrail County Planning Commission at their November 26, 2018 meeting with the contingency of a buffer zone to include placement of trees and a security fence on the east side of the property, no structure being built 100 feet from all residential zoned boundaries and Outlots 12 & 13 being combined into one parcel. Upon roll call, all present voted yes. Motion carried.

10:10 A.M.

Melissa Vachal, Recorder met with the board to discuss the iDoc Program through Tyler Industries that is used to access and print images of recorded documents in the Recorder's Office. Recorder Vachal also gave a new updated revenue analysis to the board as a comparison versus NDRIN which was the prior program being utilized.

10:30 A.M.

Laurie Johnson, Jail Administrator met with the board to discuss the Department of Health Services Jail Benefit plan with Medicaid. Administrator Johnson also stated a contract was requested by Ward County Detention Center. State's Attorney Wade Enget stated the County doesn't have contracts with any other facility and suggested to leave the way it's been handled with no contracts.

10:45 A.M.

Traci Hysjulien, Clerk of Court met with the board to discuss the Courthouse Security Handbook and Emergency Evacuation Plan. Clerk of Court Hysjulien believes a new security manual should be created for all other County buildings located in Mountrail County not just specific to the Courts. This issue would be revisited in January 2019.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the salary increase for Madison Christenson as a Deputy Clerk of Court in the amount of \$4,722 per month effective 12/1/2018 subject to payroll being processed. Upon roll call, all present voted yes. Motion carried.

11:00 A.M.

Jana Hennessy, Engineer met with the board to discuss road and bridge.

1. CR 2 (OLD HWY 2) FROM BLAISDELL TO TAGUS: 7.3 MILES

John Sauber, Engineer with Sauber Engineering discussed two options with Alternative A being no build and leave the existing roadway as is; Alternative B is to reconstruct the roadway with a new bituminous surface at an estimated cost of \$5,225,543.

Moved by Comm. Jacobson, seconded by Comm. Uran, to approve moving forward with the preliminary engineering and bid using Alternative B with reconstructing the roadway with the new bituminous surface including culvert replacement on CR 2 (Old Hwy 2) from Baisdell to Tagus. Upon roll call, all present voted yes except for Comm. Hollekim who voted no. Motion carried.

Comm. Hollekim discussed the issues of not following the priority list submitted to the Board by the County Road and Bridge and questioned how this particular road appeared on top of the road priority list. Comm. Hollekim believes a road study committee with constituents of the County should be involved and have opinions on roads all across Mountrail County. Further discussion will be held concerning the road study committee.

2. TOWNSHIP ICE REMOVAL AGREEMENT

Engineer Hennessy discussed a new township ice removal agreement. State’s Attorney Wade Enget stated it would complicate the current township agreement so recommended to amend the current township agreement to include an addendum. Attorney Enget would work with the Engineer Hennessy on this revision.

3. ENERGY INFRASTRUCTURE AND IMPACT GRANT APPLICATION

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve sending a supporting letter addressing needed information as requested by Gerard Schwan with the Department of Trust Lands for 96<sup>th</sup> Ave NW Project. Upon roll call, all present voted yes. Motion carried.

4. ROM-0300(134) PCN 21834/ CHANGE ORDERS 1, 2, 4 and 5

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the change orders 1, 2, 4 and 5 for ROM-0300 (134) PCN 21834. Upon roll call, all present voted yes. Motion carried.

11:30 A.M.

Garrett Volk, IT Administrator discussed his resignation and how all departments believe a full-time IT person is still needed along with hiring a full-time GIS Coordinator. Also present were Melissa Vachal, Recorder, Rory Porth, Assistant Tax Assessor and Lori Hanson Tax Director. Administrator Volk suggested Rory Porth doing the interim GIS Coordinator until a decision is made regarding hiring. Also, IT Administrator Volk stated he is willing to offer his services on an hourly basis

Moved by Comm. Uran, seconded by Comm. Olson, to approve the resignation of Garrett Volk and advertise to hire a full-time IT Administrator with a range of salary from \$55,000 to \$75,000 DOE. Upon roll call, all present voted yes. Motion carried.

12:00 P.M.

Comm. Hollekim along with Comm. Uran gave an update on the findings of the sub-committee meeting with department heads on December 17, 2018 concerning the HR position, extra duties being performed and the sharing of office help (rovers). Comm. Hollekim stated that all of the department heads were in favor of having a HR and the majority were in favor of Nichole Degenstein. Also present was Nichole Degenstein, Deputy Treasurer.

BUSINESS

A. AGENDA

Moved by Comm. Hollekim, seconded by Comm. Olson, to review and approve the agenda as is. Upon roll call, all present voted yes. Motion carried.

B. MINUTES

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve the minutes of the December 4, 2018 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

## C. BILLS

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the bills totaling \$483,474.06 and year end bills totaling \$106,946.06. Upon roll call, all present voted yes. Motion carried.

**APPROVED 12/18/2018 - PAYMENT 12/18/2018**

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
95332	ACME TOOLS COUNTY ROAD & BRIDGE FUND	209.99 209.99
95333	ADDCO OFFICE SYSTEMS SOCIAL WELFARE FUND	176.70 176.70
95334	AMERICAN BANK CENTER SOCIAL WELFARE FUND	14,758.25 14,758.25
95335	AMERICAN TRUCK AND TRAILER, LLC COUNTY ROAD & BRIDGE FUND	31.54 31.54
95336	AMERIPRIDE LINEN & APPAREL SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	487.72 366.29 121.43
95337	ANDEAVOR FIELD SERVICES, LLC COUNTY ROAD & BRIDGE FUND	14,000.00 14,000.00
95338	BBH INSURANCE, INC GENERAL FUND	394.00 394.00
95339	BIG BEND TOWNSHIP GENERAL FUND	327.50 327.50
95340	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	4,163.70 4,163.70
95341	CARD SERVICES GENERAL FUND	58.44 58.44
95342	CARQUEST OF STANLEY COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	915.33 879.46 35.87
95343	CARSTENSEN CONTRACTING, INC. COUNTY ROAD & BRIDGE FUND	4,000.00 4,000.00
95344	CBM MANAGED SERVICES GENERAL FUND	4,172.44 4,172.44
95345	CDW GOVERNMENT GENERAL FUND SOCIAL WELFARE FUND COUNTY AGENT FUND	17,160.98 10,853.77 6,210.85 96.36
95346	CHARM-TEX, INC. GENERAL FUND	44.90 44.90
95347	CITY OF NEW TOWN COUNTY ROAD & BRIDGE FUND	50.00 50.00
95348	CITY OF PLAZA COUNTY ROAD & BRIDGE FUND	82.50 82.50
95349	CITY OF STANLEY WEED CONTROL FUND	25.61 25.61
95350	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	2,453.88 2,453.88

95351	DAKOTA BUSINESS SOLUTIONS GENERAL FUND	500.00 500.00
95352	DAKOTA CONCRETE CONSTRUCTION COUNTY PARKS FUND	3,200.00 3,200.00
95353	DAKOTA DRUG CO GENERAL FUND	92.84 92.84
95354	DELTA WATERFOWL/MO CO FOWLERS GENERAL FUND	1,000.00 1,000.00
95355	DHS-MMIA GENERAL FUND	19,265.03 19,265.03
95356	DOMBEN/ANDY SOCIAL WELFARE FUND	10.64 10.64
95357	ELECTION SYSTEMS & SOFTWARE INC GENERAL FUND	282.41 282.41
95358	ENGET/WADE GENERAL FUND	272.09 272.09
95359	FARMERS UNION OIL CO-PLAZA GENERAL FUND COUNTY ROAD & BRIDGE FUND	5,207.14 265.72 4,941.42
95360	FASTENAL COMPANY COUNTY ROAD & BRIDGE FUND	943.47 943.47
95361	GAFFANEYS OF MINOT INC GENERAL FUND SOCIAL WELFARE FUND	9,878.90 25.95 9,852.95
95362	GALLAGHER BENEFIT SERVICES,INC. GENERAL FUND	8,000.00 8,000.00
95363	GALLS-QUARTERMASTER GENERAL FUND	180.93 180.93
95364	GCR TIRES & SERVICE COUNTY ROAD & BRIDGE FUND	671.52 671.52
95365	GEMPLER'S COUNTY ROAD & BRIDGE FUND	173.99 173.99
95366	GRAVEL PRODUCTS INCORPORATED COUNTY ROAD & BRIDGE FUND	7,167.58 7,167.58
95367	GRILLEY/CANDICE SOCIAL WELFARE FUND	2,200.00 2,200.00
95368	H.A.THOMPSON & SONS INC COUNTY ROAD & BRIDGE FUND	249.25 249.25
95369	HAMMERBERG DESIGN TO BUILD SOCIAL WELFARE FUND	1,385.00 1,385.00
95370	HENNESSY/JIM GENERAL FUND	474.81 474.81
95371	HOBART SALES & SERVICE COUNTY PARKS FUND	4,671.83 4,671.83
95372	HOLIDAY CREDIT OFFICE GENERAL FUND	3,326.63 3,326.63
95373	HOWIE TOWNSHIP GENERAL FUND	495.00 495.00

95374	INA MAE AQUATIC CENTER SOCIAL WELFARE FUND	4,704.00 4,704.00
95375	INFORMATION TECHNOLOGY DEPT GENERAL FUND SOCIAL WELFARE FUND E 911 EMERGENCY/WIRELESS FUND	6,088.12 2,317.00 120.40 3,650.72
95376	JOHNSON AUTO BODY INC GENERAL FUND	2,325.63 2,325.63
95377	JPMORGAN CHASE BANK NA GENERAL FUND	139.59 139.59
95378	JUNGEMANN/MARLO WEED CONTROL FUND	403.64 403.64
95379	K SQUARED ELECTRIC INC SOCIAL WELFARE FUND WEED CONTROL FUND	1,204.60 871.46 333.14
95380	KOHLER COMMUNICATIONS INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	366.35 110.00 256.35
95381	LARSON'S TIRE SERVICE GENERAL FUND COUNTY AGENT FUND	103.91 50.21 53.70
95382	LEUPP/TAMRA GENERAL FUND	18.79 18.79
95383	LEWIS OIL COMPANY, LLC COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
95384	LOAD O METER CORP GENERAL FUND	376.02 376.02
95385	LOCKREM/DAWN SOCIAL WELFARE FUND	66.10 66.10
95386	LOMMEN/ORVIN SOCIAL WELFARE FUND	1,350.00 1,350.00
95387	LONIER/RACHEL SOCIAL WELFARE FUND	8.07 8.07
95388	LYLE SIGNS INC E 911 EMERGENCY/WIRELESS FUND	2,080.00 2,080.00
95389	MARMON/DUANE GENERAL FUND	316.30 316.30
95390	MEIERS OIL INC COUNTY ROAD & BRIDGE FUND	27,343.10 27,343.10
95391	MENARDS - MINOT GENERAL FUND	157.14 157.14
95392	MIDSTATE TELEPHONE CO GENERAL FUND SOCIAL WELFARE FUND	3,355.66 3,193.48 162.18
95393	MINOT AUTO SUPPLY/INDUSTRIAL BEARING WEED CONTROL FUND	91.26 91.26
95394	MOUNTRAIL COUNTY HEALTH CENTER GENERAL FUND	200.00 200.00
95395	MOUNTRAIL COUNTY PROMOTER GENERAL FUND	4,026.96 3,764.56

	COUNTY PARKS FUND	262.40
95396	MOUNTRAIL TOWING AND RECOVERY,LLC. GENERAL FUND	110.00 110.00
95397	NAPA GENERAL FUND COUNTY ROAD & BRIDGE FUND	323.05 6.17 316.88
95398	NATIVE AMERICAN TRAINING INSTITUTE SOCIAL WELFARE FUND	700.00 700.00
95399	ND ASSOCIATION OF COUNTIES E 911 EMERGENCY/WIRELESS FUND	1,567.15 1,567.15
95400	ND ASSOCIATION OF COUNTIES GENERAL FUND	189.00 189.00
95401	ND DEPT OF TRANSPORTATION WEED CONTROL FUND	10.00 10.00
95402	ND SURPLUS PROPERTY WEED CONTROL FUND	260.00 260.00
95403	NDACSSB SOCIAL WELFARE FUND	35.00 35.00
95404	NETWORKFLEET, INC. COUNTY ROAD & BRIDGE FUND	809.85 809.85
95405	NEW TOWN CITY GENERAL FUND COUNTY AIRPORT FUND	59,620.61 3,510.00 56,110.61
95406	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	3,559.25 3,559.25
95407	NORTH COUNTRY SPORTSWEAR INC COUNTY AGENT FUND	866.98 866.98
95408	NORTHERN BRAKE SERVICE WEED CONTROL FUND	399.40 399.40
95409	NORTHERN TESTING SOCIAL WELFARE FUND	3,713.52 3,713.52
95410	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
95411	NORTHWEST LANDOWNERS ASSOCIATION GENERAL FUND	1,000.00 1,000.00
95412	OFFICE DEPOT INC COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND COUNTY AGENT FUND	1,650.63 95.12 1,427.04 128.47
95413	OFFICE OF THE STATE AUDITOR GENERAL FUND	165.00 165.00
95414	OTTER TAIL POWER COMPANY COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND	644.16 170.53 473.63
95415	PARSHALL CITY GENERAL FUND COUNTY AIRPORT FUND	56,950.61 840.00 56,110.61
95416	PEARL VALLEY OILFIELD SERVICE & RENTALS COUNTY ROAD & BRIDGE FUND	130.00 130.00

95417	PINNACLE	4,514.30
	COUNTY ROAD & BRIDGE FUND	2,763.21
	SOCIAL WELFARE FUND	1,751.09
95418	PLAZA OK HARDWARE	606.99
	COUNTY ROAD & BRIDGE FUND	606.99
95419	PRAIRIE FORD, INC.	418.91
	GENERAL FUND	418.91
95420	PRAIRIE PAINTING	840.00
	SOCIAL WELFARE FUND	840.00
95421	RDO EQUIPMENT CO	2,053.84
	COUNTY ROAD & BRIDGE FUND	2,053.84
95422	READY BUILDERS, INC.	14,300.00
	COUNTY PARKS FUND	14,300.00
95423	RECORD KEEPERS, LLC	16.00
	GENERAL FUND	16.00
95424	RESERVATION TELEPHONE	1,926.79
	GENERAL FUND	1,396.75
	COUNTY ROAD & BRIDGE FUND	116.24
	SOCIAL WELFARE FUND	399.85
	COUNTY PARKS FUND	13.95
95425	RULAND/TRUDY	1,055.12
	GENERAL FUND	1,055.12
95426	RYAN CHEVROLET	9,527.18
	COUNTY ROAD & BRIDGE FUND	9,527.18
95427	SAFARI FUELS #103	767.64
	GENERAL FUND	767.64
95428	SAUBER ENGINEERING, INC	7,208.91
	COUNTY ROAD & BRIDGE FUND	7,208.91
95429	SAVAGE WATER SOLUTIONS	2,000.00
	COUNTY ROAD & BRIDGE FUND	2,000.00
95430	SIKES TOWNSHIP	4,895.00
	GENERAL FUND	4,895.00
95431	SOURIS RIVER TELECOMMUNICATIONS	170.10
	E 911 EMERGENCY/WIRELESS FUND	170.10
95432	SPRINGANS FURNITURE	3,595.00
	SOCIAL WELFARE FUND	3,595.00
95433	STANLEY CITY	56,110.61
	COUNTY AIRPORT FUND	56,110.61
95434	STANLEY HARDWARE	566.70
	GENERAL FUND	294.61
	COUNTY ROAD & BRIDGE FUND	73.91
	SOCIAL WELFARE FUND	198.18
95436	THE SIDWELL COMPANY	900.00
	GENERAL FUND	900.00
95437	THOMSON REUTERS-WEST PUBLISHING CORP.	140.14
	GENERAL FUND	140.14
95438	TITAN MACHINERY	425.23
	COUNTY ROAD & BRIDGE FUND	425.23
95439	TONY'S TRANSFER	45.00
	COUNTY ROAD & BRIDGE FUND	45.00

95440	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND	275.64 70.33 205.31
95441	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND	4,773.64 3,610.76 1,162.88
95442	URAN/DAN GENERAL FUND	161.32 161.32
95443	US POSTAL SERVICE GENERAL FUND	72.00 72.00
95444	VACHAL/LYNETTE COUNTY AGENT FUND	1,220.75 1,220.75
95445	VERIZON WIRELESS GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	808.70 -6.92 815.62
95446	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	12,800.00 12,800.00
95447	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	792.21 792.21
95448	3D SPECIALTIES INC COUNTY ROAD & BRIDGE FUND	9,518.80 9,518.80
95449	K SQUARED ELECTRIC INC SOCIAL WELFARE FUND	2,127.55 2,127.55
95450	PRAIRIE PAINTING SOCIAL WELFARE FUND	200.00 200.00
95451	MOUNTRAIL COUNTY TREASURER PREPAID TAX FUND	5,162.58 5,162.58
	<b>FINAL TOTAL</b>	<b>\$483,474.06</b>

**APPROVED 12/18/2018 - PAYMENT 12/28/2018 & 12/31/2018**

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
95452	STATE TREASURER E 911 EMERGENCY/WIRELESS FUND	5,499.00 5,499.00
95453	STATE TREASURER GENERAL FUND	11,420.00 11,420.00
95454	ACME TOOLS COUNTY ROAD & BRIDGE FUND	64.94 64.94
95455	AMERICAN INSTITUTIONAL SUPPLY GENERAL FUND	188.94 188.94
95456	AMERIPRIDE LINEN & APPAREL SERVICES COUNTY ROAD & BRIDGE FUND	133.40 133.40
95457	BATTERIES PLUS BULBS #639 GENERAL FUND COUNTY ROAD & BRIDGE FUND	357.60 288.60 69.00
95458	BLUE CROSS BLUE SHIELD GENERAL FUND	152.40 152.40
95459	BOB BARKER CO INC GENERAL FUND	88.99 88.99



95460	BORDER PLAINS EQUIPMENT LLC. COUNTY ROAD & BRIDGE FUND	9,813.90 9,813.90
95461	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	1,348.86 1,348.86
95462	CARQUEST OF STANLEY COUNTY ROAD & BRIDGE FUND	1,232.57 1,232.57
95463	CARSTENSEN CONTRACTING, INC. COUNTY ROAD & BRIDGE FUND	44,000.00 44,000.00
95464	CBM MANAGED SERVICES GENERAL FUND	6,930.90 6,930.90
95465	CENTRAL TRENCHING, INC. COUNTY ROAD & BRIDGE FUND	759.24 759.24
95466	CHARM-TEX, INC. GENERAL FUND	265.79 265.79
95467	DAKOTA BUSINESS SOLUTIONS GENERAL FUND	99.90 99.90
95468	DAKOTA FIRE EXTINGUISHERS, INC. COUNTY ROAD & BRIDGE FUND	299.35 299.35
95469	DAKOTA TRUCK & FARM SERVICE COUNTY ROAD & BRIDGE FUND	375.65 375.65
95470	DEANS BULK SERVICE, INC COUNTY ROAD & BRIDGE FUND	213.90 213.90
95471	ELLIS/BRAD GENERAL FUND	18.90 18.90
95472	FARMERS UNION LUMBER CO COUNTY ROAD & BRIDGE FUND	87.90 87.90
95473	FARMERS UNION OIL CO-PLAZA COUNTY ROAD & BRIDGE FUND	1,457.09 1,457.09
95474	GEMPLER'S COUNTY ROAD & BRIDGE FUND	376.87 376.87
95475	GRAVEL PRODUCTS INCORPORATED COUNTY ROAD & BRIDGE FUND	3,386.17 3,386.17
95476	H.A.THOMPSON & SONS INC GENERAL FUND	386.92 386.92
95477	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	6,130.04 6,130.04
95478	HESS BAKKEN INVESTMENTS II, LLC GENERAL FUND	1,000.00 1,000.00
95479	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	665.79 665.79
95480	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	12.41 12.41
95481	MEIERS OIL INC COUNTY ROAD & BRIDGE FUND	1,377.55 1,377.55
95482	MINOT RESTAURANT SUPPLY CO GENERAL FUND	124.48 124.48
95483	MOORE MEDICAL LLC	358.95

	GENERAL FUND	358.95
95484	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	100.00 100.00
95485	NAPA COUNTY ROAD & BRIDGE FUND	199.99 199.99
95486	NAPA AUTO PARTS COUNTY ROAD & BRIDGE FUND	168.27 168.27
95487	NDWCA WEED CONTROL FUND	575.00 575.00
95488	NORMONT EQUIPMENT CO. COUNTY ROAD & BRIDGE FUND	244.85 244.85
95489	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	6,142.54 6,142.54
95490	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	3,205.64 696.64 2,509.00
95491	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	5,631.33 5,052.60 563.44 15.29
95492	PRAIRIE FORD, INC. GENERAL FUND	504.65 504.65
95493	PRODUCTIVITY PLUS ACCOUNT GENERAL FUND COUNTY ROAD & BRIDGE FUND	355.75 54.34 301.41
95494	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	648.00 648.00
95495	RYAN CHEVROLET COUNTY ROAD & BRIDGE FUND	2,102.86 2,102.86
95496	STANLEY PROFESSIONAL BUILDING VETERAN'S SERVICE OFFICER FUND	650.00 650.00
95497	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	22.38 22.38
95498	THE SIDWELL COMPANY GENERAL FUND	2,120.00 2,120.00
95499	TRACTOR SUPPLY COMPANY COUNTY ROAD & BRIDGE FUND	755.39 755.39
95500	VACHAL/MELISSA GENERAL FUND	434.20 434.20
95501	VERIZON WIRELESS COUNTY ROAD & BRIDGE FUND E 911 EMERGENCY/WIRELESS FUND	477.76 276.12 201.64
95502	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	359.51 359.51
95503	OFFICE DEPOT INC GENERAL FUND	142.36 142.36
95504	RHOMAR INDUSTRIES, INC. GENERAL FUND	396.18 396.18
	<b>FINAL TOTAL</b>	<b>\$106,946.06</b>

**GRAND TOTAL**

**\$590,420.12**

**D. FEES**

Moved by Comm. Uran, seconded by Comm. Olson, to approve the November 2018 fees for the Clerk of Courts and Sheriff’s Office and October 2018 Fees for the Recorders Office. Upon roll call, all present voted yes. Motion carried.

**E. TRANSFERS**

Moved by Comm. Jacobson, seconded by Comm. Hollekim, to approve the year end transfer from the Unorganized Township Funds to the Road & Bridge Fund totaling \$1,013,074.42. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the transfer for the 2018 Insurance premium totaling \$81,839 from the County Road & Bridge, Social Welfare Fund, County Park Fund, Weed Control Fund to the General Fund. Upon roll call, all present voted yes. Motion carried.

**F. PAYROLL**

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the salary increase for Thomas Porth from the Tax Director’s Office totaling \$4,922 per month for reclassifying to Deputy Tax Director. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to reconsider and adjusted the salary increase from \$4,922 to \$4,722 as no salary increases have been approved for 2019 budget year. Upon roll call, all present voted yes. Motion carried.

**G. MISCELLANEOUS**

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the Dental and Vision plans with Blue Cross Blue Shield for the 2019 year. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the Beer/Liquor License for Sneak Creek Saloon, Superpumper Licensing Inc., T & T Investments and the Belden Chuck Wagon for the 2019 year. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the 2019 schedule of the Board of Mountrail County Commissioner meetings. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the appointments for the following people and boards: Garry Jacobson, Wayne Olson, Thomas Nash and Jim Hennessy to a 3 year term to Job Development Authority Board; Donald Longmuir to a 5 year term to Housing Authority Board; Rebecca Edwards to a 2 year term to the North Central Human Services Center Board; Garry Jacobson, Wayne Olson and Arden Eide to a 3 year term for the Park Board; Trudy Ruland and Linda Wienbar for a 4 year term for Planning and Zoning Board; and Keith Deutsch for a 3 year term for Soils Board. Upon roll call, all present voted yes. Motion carried.

Discussion was held on a special event liquor license request. State’s Attorney Wade Enget stated no current special event license is available so have the people contact a local liquor vendor to transfer the liquor license.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve Auditor, Stephanie A. Pappa to sign the NDDOT Transportation Alternative Program Application for City of New Town Highway 1804 Sidewalk and Street Lighting Extension. Upon roll call, all present voted yes. Motion carried.

Discussion was held on amending the County Agent and Independent County Agent Budgets due to splitting the salary for the secretary. Neither department heads were able to attend so will resume conversation during the next commissioner meeting.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the resignation of Shena Wold as the Treasurer effective 01-04-2019. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve a special meeting to be held on December 27, 2018 concerning appointing a Treasurer, salaries for the elected positions beginning January 1st, benefits for part-time and HR discussions. Upon roll call, all present voted yes. Motion carried.

**4. ADJOURN**

The Board adjourned at 2:05 P.M. to meet in special session on Thursday, December 27, 2018 at 11:00 A.M.

Accepted and approved this 8th day of January, 2019.

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Trudy Ruland, Chairman

Mountrail County Commissioner

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Stephanie A. Pappa

Mountrail County Auditor