

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, April 4, 2023 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Joan Hollekim, Trudy Ruland, Wayne Olson, Jason Rice and John DeGroot present. State’s Attorney, Wade Enget was present.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

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

B MINUTES

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the minutes of the March 21, 2023 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Olson, seconded by Comm. Rice, to approve the February fee for the Correctional Facility. Upon roll call, Olson, Hollekim, DeGroot, Ruland and Rice voted yes. Motion carried.

D. PAYROLL

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the regular part time employee classification for Destiny Stanton with Corrections as a Correctional Officer I in the amount of \$23.365 per hour not to exceed 29 hours per week and no more than 1508 hours per year. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the sick/vacation leave for appointed officials from 02/12/2023 to 03/11/2023. Upon roll call, Ruland, Hollekim, Olson, DeGroot and Rice voted yes. Motion carried.

E. BEHAVIORIAL HEALTH

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve sponsoring in the amount of \$5,000 for the Summit on Behavioral Health Conference through Vision West. Upon roll call, Rice, Ruland, Hollekim, Olson and DeGroot voted yes. Motion carried.

F. BILLS

Moved by Comm. Olson, seconded by Comm. Rice, to approve the bills totaling \$741,192.76 and March payroll, checks #17435-17453 and direct deposits #17820-17974 totaling \$1,072,915.45. Upon roll call, Hollekim, Rice, DeGroot, Olson and Ruland voted yes. Motion carried. (A complete list of bills is posted on a regular basis on the Mountrail County website @ www.co.mountrail.nd.us under the County Commissioner heading and/or are available for review in the Auditor’s Office during normal business hours).

APPROVED 04/04/2023 - PAYMENT 04/04/2023

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
106371	ABRAHAMSON/SANDRA GENERAL FUND	93.50 93.50
106372	ACKERMAN-ESTVOLD ENGINEERING & MANAGEMEN COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	54,212.43 42,862.43 11,350.00
106373	ADVANCED BUSINESS METHODS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	667.40 405.80 130.80 130.80

106374	ADVANCED BUSINESS METHODS GENERAL FUND	212.95 212.95
106375	AMAZON CAPITAL SERVICES GENERAL FUND	221.13 221.13
106376	ARAMARK UNIFORM SERVICES GENERAL FUND	252.20 252.20
106377	ARMOR INTERACTIVE GENERAL FUND	1,285.65 1,285.65
106378	BATTERIES PLUS BULBS #639 GENERAL FUND	333.75 333.75
106379	BBH INSURANCE, INC GENERAL FUND	50.00 50.00
106380	BLANK/KEVIN COUNTY ROAD & BRIDGE FUND	40.01 40.01
106381	BOB HAYES ADDICTION SERVICES HUMAN SERVICE ZONE	4,170.00 4,170.00
106382	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	208.73 208.73
106383	CARD SERVICES GENERAL FUND	50.95 50.95
106384	CHARM-TEX, INC. GENERAL FUND	209.06 209.06
106385	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	777.50 416.00 361.50
106386	CITY OF STANLEY GENERAL FUND	1,049.46 1,049.46
106387	CORPORATE TRANSLATION SERVICES INC HUMAN SERVICE ZONE	127.63 127.63
106388	CRUMMIE/KAITLYN HUMAN SERVICE ZONE	385.80 385.80
106389	DAKOTA FIRE EXTINGUISHERS, INC. GENERAL FUND COUNTY ROAD & BRIDGE FUND	462.20 347.97 114.23
106390	DEGENSTEIN/NICHOLE GENERAL FUND	190.50 190.50
106391	FARMERS UNION OIL CO-WATFORD CITY HUMAN SERVICE ZONE	240.48 240.48
106392	FENSTER/KAYLA HUMAN SERVICE ZONE	598.13 598.13
106393	FULKERSON STEVENSON FUNERAL HOME GENERAL FUND HUMAN SERVICE ZONE	5,450.00 450.00 5,000.00
106394	GAEBE/MARILYN GENERAL FUND	226.44 226.44
106395	GRAVEL PRODUCTS INCORPORATED COUNTY ROAD & BRIDGE FUND	20,117.10 20,117.10

106396	HANSON/AMANDA HUMAN SERVICE ZONE	37.06 37.06
106397	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS COUNTY ROAD & BRIDGE FUND	8,745.84 3,290.20 5,455.64
106398	HENNESSY/JIM WEED CONTROL FUND	254.50 254.50
106399	HERMANSON/NANCY HUMAN SERVICE ZONE	945.90 945.90
106400	HOLLEKIM/JOAN GENERAL FUND	396.00 396.00
106401	INFORMATION TECHNOLOGY DEPT GENERAL FUND	57.70 57.70
106402	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	61.00 61.00
106403	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE COUNTY AGENT FUND WEED CONTROL FUND	7,103.13 2,454.09 493.00 3,651.14 474.95 29.95
106404	KINNEY/SHELLY HUMAN SERVICE ZONE	125.65 125.65
106405	KRONOS SAASHR INC GENERAL FUND	679.99 679.99
106406	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	842.58 842.58
106407	LOMMEN/ORVIN HUMAN SERVICE ZONE	550.00 550.00
106408	LUTTRELL/JANETTE HUMAN SERVICE ZONE	22.40 22.40
106409	MAERTENS-BRENNY CONSTRUCTION COMPANY GENERAL FUND	433,192.47 433,192.47
106410	MAYER ELECTRIC GENERAL FUND	21,652.61 21,652.61
106411	MCKESSON MEDICAL-SURGICAL GENERAL FUND	369.06 369.06
106412	MEIERS OIL INC GENERAL FUND	29.80 29.80
106413	MENARDS - MINOT GENERAL FUND COUNTY ROAD & BRIDGE FUND	408.09 80.40 327.69
106414	MILLS/JAMIE HUMAN SERVICE ZONE	1,160.63 1,160.63
106415	MINOT RESTAURANT SUPPLY CO GENERAL FUND	14.88 14.88
106416	MONTANA DAKOTA UTILITIES CO GENERAL FUND	18,443.51 18,443.51

106417	MOTOROLA SOLUTIONS INC CO. HAZARDOUS CHEMICAL ACCOUNT FUND	6,237.49 6,237.49
106418	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	10,577.80 10,577.80
106419	MOUNTRAIL COUNTY PROMOTER HUMAN SERVICE ZONE	98.70 98.70
106420	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	2,458.36 924.59 219.04 1,314.73
106421	ND ASSOCIATION OF COUNTIES GENERAL FUND	200.00 200.00
106422	ND ASSOCIATION OF COUNTIES HUMAN SERVICE ZONE	60.00 60.00
106423	ND DEPT OF HEALTH-MICROBIOLOGY GENERAL FUND	20.00 20.00
106424	ND DEPT. OF ENVIRONMENTAL QUALITY GENERAL FUND	330.00 330.00
106425	ND ENVELOPE COMPANY GENERAL FUND	888.13 888.13
106426	ND STATE GAME & FISH DEPT COUNTY PARKS FUND	1,281.52 1,281.52
106427	NDSAA GENERAL FUND	450.00 450.00
106428	NORTH PRAIRIE RURAL WATER DISTRICT COUNTY ROAD & BRIDGE FUND	54.19 54.19
106429	NORTHERN PUMP & COMPRESSION, INC COUNTY ROAD & BRIDGE FUND	1,620.91 1,620.91
106430	NORTHERN TESTING INC HUMAN SERVICE ZONE	313.84 313.84
106431	O'REILLY AUTO PARTS COUNTY ROAD & BRIDGE FUND	1,146.68 1,146.68
106432	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	1,237.05 1,117.66 82.58 18.41 18.40
106433	OGDEN/CRYSTAL HUMAN SERVICE ZONE	96.60 96.60
106434	OTTER TAIL POWER COMPANY GENERAL FUND	964.30 964.30
106435	OVERHEAD DOOR COMPANY OF MINOT COUNTY ROAD & BRIDGE FUND	2,529.00 2,529.00
106436	PINNACLE COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE	43,017.35 42,092.19 925.16
106437	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	46.48 46.48

106438	RAY/DENISE GENERAL FUND	78.12 78.12
106439	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	4,522.44 4,522.44
106440	RESIDENCE INN GENERAL FUND	107.80 107.80
106441	SAFARI FUELS #103 GENERAL FUND	397.71 397.71
106442	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	41,518.44 41,518.44
106443	SIRCHIE ACQUISITION COMPANY LLC GENERAL FUND	573.35 573.35
106444	SORENSEN/DESIREE J HUMAN SERVICE ZONE	871.50 871.50
106445	STANLEY AUTO & TRUCK COUNTY ROAD & BRIDGE FUND	1,278.91 1,278.91
106446	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	140.33 140.33
106447	STEINS INC GENERAL FUND	1,331.52 1,331.52
106448	STRAIGHT UP CONSTRUCTION GENERAL FUND	1,800.00 1,800.00
106449	SUMMIT FOOD SERVICE, LLC GENERAL FUND	6,283.84 6,283.84
106450	SWANSTON EQUIPMENT CORP COUNTY ROAD & BRIDGE FUND	772.50 772.50
106451	TDC CONSULTING LLC COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
106452	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND	678.71 199.98 478.73
106453	ULINE GENERAL FUND	162.41 162.41
106454	VACHAL/MELISSA GENERAL FUND DOCUMENT PRESERVATION FUND	1,858.09 293.00 1,565.09
106455	VANGUARD APPRAISALS, INC GENERAL FUND	12,975.00 12,975.00
106456	VERIZON WIRELESS GENERAL FUND	42.09 42.09
106457	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,360.00 3,360.00
106458	WHITAKER/HILLARY HUMAN SERVICE ZONE	85.80 85.80
106459	WILLISTON WATER MANAGEMENT COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00

FINAL TOTAL

G. ELMER JESME

The Board were in consensus to approve the Elmer Jesme guidelines with option 1 to deposit funds with NDACO under Region 2 NDACO and adjacent participating counties and the name being North Central.

H. LEGISLATIVE BILLS

Moved by Comm. Olson, seconded by Comm. Rice, to send a letter opposing House Bill 1447 relating for an Act to create and enact a new chapter to title 50 of the North Dakota Century Code, relating to creation of the opioid settlement fund, creation of the opioid settlement advisory committee, and use of opioid settlement funds; to amend and reenact subsection 1 of section 21-10-06 of the North Dakota Century Code and section 5 of 3 of the 2021 Session Laws, relating to funds under management of the state investment board and the funding of the opioid treatment and prevention program; to provide an appropriation; to provide for a transfer; to provide for application, and to declare an emergency. Upon roll call, all present voted yes. Motion carried.

I. STATES ATTORNEY TRAVEL

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the out of state travel for Wade Enget, State's Attorney to attend the National Association of Drug Court Professionals Force RISE in Houston TX from June 26-29th at no cost to the county. Upon roll call, all present voted yes. Motion carried.

APPOINTMENT SCHEDULED

9:00 A.M.

Russell Klimpel met with the board to discuss his grievance. Russell Klimpel discussed the concerns he had with Warren Bogert as the appointed representative as he did not feel he was a neutral person. Russel Klimpel discussed the FMLA policy, the issues with hostile environment with Julian Degenstein and Nichole Degenstein with the paperwork issues. Russell Klimpel also stated his concerns with HIPAA violations. Wade Enget, State's Attorney discussed the Employee Handbook Grievance Policy #515. Comm. Hollekim had concerns with Mr. Klimpel not filing a grievance sooner as Mr. Klimpel indicated he has been working in a hostile environment for seven years. Russel Klimpel believes Nichole Degenstein, Human Resource Director should be fired. Chairman Ruland stated that the county values all their employees. State's Attorney Enget will draft a response pertaining to the grievance filed by Mr. Klimpel for the Board's consideration at their April 18, 2023 meeting. Also, discussion was held on reviewing Policy #515 for possible revisions.

9:30 A.M.

Karen Davies, Deputy Treasurer met to discuss the certificate of deposit (CD) renewal of \$2,000,000.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the \$2,000,000 certificate of deposit (CD) renewal to Liberty State Bank for 12 months. Upon roll call, Olson, Ruland, Hollekim, Rice and DeGroot voted yes. Motion carried.

9:35 A.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the Human Resource Advisory Committee (HRAC) recommendations.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve and adopt the new Policy Mountrail County Cooperative Work Experience Program as recommended by the Human Resource Advisory Committee and as presented by Director Degenstein. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the changes to Policy 315, Section 6 and 6B for Family Medical Leave Act (FMLA) of the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee and as presented by Director Degenstein and the remainder will be referred back to the Human Resource Advisory Committee (HRAC). Upon roll call, all present voted yes. Motion carried.

Discussion was held for the NDSU stipend pay for Lynnette Vachal and what to do moving forward. Dunn County is moving forward with paying the stipend with a 1099.

Moved by Comm. Olson, seconded by Comm. Ruland, to reconsider the March 7, 2023 meeting motion as follows "Moved by Comm. DeGroot, seconded by Comm. Rice, to approve adding Lynnette Vachal as a

temporary employee at an hourly rate for duties pertaining to adult programs. Upon roll call, Ruland, Rice, DeGroot, Hollekim and Olson voted yes. Motion carried.” Upon roll call, all present voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve adding Lynnette Vachal as a temporary employee at an hourly rate for duties pertaining to adult programs. Upon roll call, all present voted no. Motion didn't carry.

9:50 A.M.

Tammy Leupp, Building Supervisor met with the board to discuss the samples for the flooring at the South Complex Building.

10:00 A.M.

Jana Hennessy Engineer met to discuss Road & Bridge.

1. NOTICE TO PROCEED

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the Notice to Proceed with Gratech Company LLC for Project 06(68)22 CR 6 from White Earth west to the Williams County line. Upon roll call, Olson, Hollekim, Ruland, Rice and DeGroot voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Olson, to approve the Notice to Proceed with Martin Construction Inc for Project 09(100)19 CR 9 Phase II from State Highway #1804 south to the White Earth Cabin Site. Upon roll call, DeGroot, Olson, Rice, Hollekim and Ruland voted yes. Motion carried.

2. NDDOT – CR 13

Engineer Hennessy and Comm. Hollekim will consult with the City of Stanley before sending a letter to the NDDOT concerning taking over CR 13 truck reliever route.

3. CR 9 PHASE II/ROW

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve paying Shannon Belik for right of way easement and damages in the amount of \$2,859.93 for CR 9 Phase II. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

4. 2023 TRACTOR RENTAL

Discussion was held on the rental of two tractors for up to 8 months with Gooseneck Implement.

5. 36th ST NW – REQUEST FOR ROAD IMPROVEMENT

Comm. Ruland discussed the road improvement for 36th St NW between Howie, Big Bend, Osborn and 152 North, Range 93 Unorganized Township.

Moved by Comm. Hollekim, seconded by Comm. Olson, to proceed with Sauber Engineering for a preliminary cost estimate for 36th St NW for the portion of 152 North, Range 93 West (**Unorganized Township**). Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

6. BRO-0031(056), PCN 21435

John Sauber, Sauber Engineering Inc provided information on Project BRO-0031(056), PCN 21435 that Quality Dirtworks LLC is without bond insurance. Further discussion will be discussed at the next commissioner meeting.

7. ND 37-MAJOR REHABILITATION-WIDENING & RECONSTRUCTION

Engineer Hennessy discussed the email from NDDOT concerning the ND 37 widening and reconstruction improvements.

8. ONGOING

The Plaza Shop leaking issues have possibly been fixed by the contractors covering the openings by spray foaming the walls and roof.

4. ADJOURN

The Board adjourned at 12:25 P.M. to meet in regular on Tuesday, April 18, 2023 at 9:00 A.M. Accepted and approved this 18th day of April, 2023.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor