

## Proceedings of the Mountrail County Commissioners

## 1. OPENING &amp; ROLL CALL

The Board met in regular session on Tuesday, August 1, 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. The Pledge of Allegiance was recited.

## 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. Rice, seconded by Comm. Hollekim, to approve the minutes of the July 18, 2023 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

## C. FEES

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the June fees and the July fee for a grant for Corrections. Upon roll call, Ruland, Hollekim, Olson, DeGroot and Rice voted yes. Motion carried.

## D. PAYROLL

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve the regular Full-Time employee classification for Destiny Stanton with Corrections in the amount of \$4,050 per month/\$48,600 per year. Upon roll call, Ruland, Olson, Hollekim, DeGroot and Rice voted yes. Motion carried.

## E. CHANGE ORDER

Moved by Comm. Olson, seconded by Comm. Rice, to approve the change order from Mowbray & Son Plumbing & Heating for the Memorial Building totaling \$13,599. Upon roll call, DeGroot, Hollekim, Olson, Ruland and Rice voted yes. Motion carried.

## F. TRANSFERS

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the transfer from the General fund to the Road & Bridge fund for uniform permits from 4-1-2023 thru 6-30-2023 totaling \$1,490,184.65. Upon roll call, Olson, Hollekim, Ruland, DeGroot and Rice voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Olson, to approve the transfer from the General fund to the Road & Bridge fund for overweight fines from 4-1-2023 thru 6-30-2023 totaling \$5,462.50. Upon roll call, Ruland, Olson, DeGroot, Rice and Hollekim voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve the transfer from the General fund to the Unorganized Township 155 North, Range 94 West fund for overweight fines from 4-1-2023 thru 6-30-2023 totaling \$495. Upon roll call, DeGroot, Olson, Hollekim, Rice and Ruland voted yes. Motion carried.

## G. BOOKMOBILE CONTRACT

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve signing the Ward County Bookmobile Contract totaling \$3,360 per month/\$40,320 per year. Upon roll call, DeGroot, Hollekim, Olson, Ruland and Rice voted yes. Motion carried.

## H. GENERAL ASSISTANCE

Wade Enget, State's Attorney discussed the general assistance billing concerns. The recommendation of the board was to revise the resolution with inserting anything over 25 years old and under \$500 will not be billed.

## I. WEATHER MODIFICATION

Discussion was held on the concerns from a few citizens concerning the Weather Modification program. State’s Attorney discussed the resolution that is valid through March 30, 2025. The recommendation of the State’s Attorney was if the citizens would like this removed to contact him on the procedure. Further discussion will be held when Weather Modification appears on the agenda later in the year.

J. BUDGETS

Stephanie A. Pappa, Auditor reviewed the 2024 Preliminary budgets for the County.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the Preliminary County 2024 budget totaling \$157,192,973. Upon roll call, Ruland, Rice, Olson, Hollekim and Degroot. Motion carried.

K. BILLS

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the bills totaling \$2,127,484.30 and July payroll, checks #17513-17534 and direct deposits #18476-18646 totaling \$1,183,729.68. Upon roll call, Hollekim, Ruland, Rice, Olson and DeGroot 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](http://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 8/1/2023-PAYMENT 8/1/2023**

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
107145	A&W TOWING & RECOVERY, INC. GENERAL FUND	250.00 250.00
107146	ABRAHAMSON/SANDRA GENERAL FUND	662.50 662.50
107147	ACME TOOLS COUNTY PARKS FUND	504.52 504.52
107148	ADVANCED BUSINESS METHODS GENERAL FUND COUNTY ROAD & BRIDGE FUND DOCUMENT PRESERVATION FUND COUNTY AGENT FUND	2,819.56 757.96 130.80 1,800.00 130.80
107149	AMAZON CAPITAL SERVICES GENERAL FUND	807.00 807.00
107150	AMBITEC, INC. CO. HAZARDOUS CHEMICAL ACCOUNT FUND	5,015.86 5,015.86
107151	ARAMARK UNIFORM SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,018.96 712.58 306.38
107152	ARMOR INTERACTIVE GENERAL FUND	233.87 233.87
107153	ASTORIA HOTEL & EVENT CENTER GENERAL FUND	476.00 476.00
107154	ASWS LLC DBA HAMLIN WATER COUNTY ROAD & BRIDGE FUND	921.90 921.90
107155	BADLANDS OCCUPATIONAL TESTING SERVICES HUMAN SERVICE ZONE	360.00 360.00
107156	BBH INSURANCE, INC GENERAL FUND	175,008.00 175,008.00
107157	BERTZ RV & MARINE GENERAL FUND	266,901.00 266,901.00
107158	BOB HAYES ADDICTION SERVICES	3,700.00

	HUMAN SERVICE ZONE	3,700.00
107159	CDW GOVERNMENT DOCUMENT PRESERVATION FUND	669.35 669.35
107160	CHARM-TEX, INC. GENERAL FUND	758.14 758.14
107161	CHEVROLET OF MANDAN GENERAL FUND	25,450.00 25,450.00
107162	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	7,171.66 558.00 361.50 6,252.16
107163	CNH INDUSTRIAL ACCOUNTS COUNTY ROAD & BRIDGE FUND	268.54 268.54
107164	CORPORATE TRANSLATION SERVICES INC HUMAN SERVICE ZONE	79.12 79.12
107165	CRUMMIE/KAITLYN HUMAN SERVICE ZONE	432.30 432.30
107166	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND	74,281.59 74,281.59
107167	DAKOTALAND AUTOGLASS, INC COUNTY ROAD & BRIDGE FUND	492.20 492.20
107168	DMC WEAR PARTS LLC COUNTY ROAD & BRIDGE FUND	2,570.06 2,570.06
107169	DUSTBUSTERS, INC. COUNTY ROAD & BRIDGE FUND	35,503.65 35,503.65
107170	EAPC ARCHITECTS ENGINEERS GENERAL CAPITAL PROJECTS	50,077.40 50,077.40
107171	ENERBASE COUNTY ROAD & BRIDGE FUND	13,404.01 13,404.01
107172	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	240,266.60 240,266.60
107173	FARMERS UNION OIL CO-WATFORD CITY HUMAN SERVICE ZONE	536.59 536.59
107174	FENSTER/KAYLA HUMAN SERVICE ZONE	874.43 874.43
107175	FULKERSON STEVENSON FUNERAL HOME GENERAL FUND	100.00 100.00
107176	GJELLSTAD, LLC GENERAL FUND	10,000.00 10,000.00
107177	H.A.THOMPSON & SONS INC GENERAL FUND	878.00 878.00
107178	HANSON/AMANDA HUMAN SERVICE ZONE	27.00 27.00
107179	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS COUNTY ROAD & BRIDGE FUND	393,856.40 170,848.16 223,008.24
107180	HERMANSON/NANCY	7.98

	HUMAN SERVICE ZONE	7.98
107181	HORNBERGER/BONITA GENERAL FUND	108.75 108.75
107182	IHG HOTEL E 911 EMERGENCY/WIRELESS FUND	97.47 97.47
107183	INFORMATION TECHNOLOGY DEPT GENERAL FUND	57.70 57.70
107184	JOHNSON CONTROLS FIRE PROTECTION LP GENERAL FUND	28,884.60 28,884.60
107185	JOHNSON/LAURIE GENERAL FUND	161.97 161.97
107186	JPMORGAN CHASE BANK NA GENERAL FUND HUMAN SERVICE ZONE	7,839.81 618.50 7,221.31
107187	KADRMAS, LEE & JACKSON INC COUNTY ROAD & BRIDGE FUND	14,000.00 14,000.00
107188	KINNEY/SHELLY HUMAN SERVICE ZONE	153.65 153.65
107189	LARSON TIRE SERVICE GENERAL FUND	361.93 361.93
107190	LAW ENFORCEMENT SEMINARS, LLC GENERAL FUND	425.00 425.00
107191	LIBERTY RESOURCES COUNTY ROAD & BRIDGE FUND	7,000.00 7,000.00
107192	LOMMEN/ORVIN HUMAN SERVICE ZONE	990.00 990.00
107193	MACK/SANDRA GENERAL FUND	180.50 180.50
107194	MATERIAL TESTING SERVICES, LLC GENERAL FUND	5,500.00 5,500.00
107195	MCKENZIE COUNTY FARMER HUMAN SERVICE ZONE	40.00 40.00
107196	MCKESSON MEDICAL-SURGICAL GENERAL FUND	111.93 111.93
107197	MENARDS - MINOT GENERAL FUND COUNTY PARKS FUND	243.62 139.29 104.33
107198	MONTANA DAKOTA UTILITIES CO GENERAL FUND	8,357.27 8,357.27
107199	MOUNTRAIL CO ROAD DEPART COUNTY PARKS FUND 152-93 UNORGANIZED TOWNSHIP 153-93 UNORGANIZED TOWNSHIP 155-94 UNORGANIZED TOWNSHIP	57,996.00 5,370.00 19,332.00 10,740.00 22,554.00
107200	MOUNTRAIL COUNTY PROMOTER HUMAN SERVICE ZONE	244.30 244.30
107201	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND	16,657.13 674.77

	COUNTY PARKS FUND	15,982.36
107202	ND ASSOCIATION OF COUNTIES GENERAL FUND	186.00 186.00
107203	ND ASSOCIATION OF COUNTY/TRIBAL VETERAN VETERAN'S SERVICE OFFICER FUND	120.00 120.00
107204	ND DEPT OF TRANSPORTATION COUNTY ROAD & BRIDGE FUND	261,120.07 261,120.07
107205	ND DEPT. OF ENVIRONMENTAL QUALITY COUNTY PARKS FUND	52.96 52.96
107206	ND EMERGENCY MANAGEMENT ASSN GENERAL FUND	90.00 90.00
107207	ND TRUCK WASH GENERAL FUND	55.00 55.00
107208	NDDHS FISCAL ADMINISTRATION GENERAL FUND	3,624.61 3,624.61
107209	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	154.03 154.03
107210	NORTHWEST WATER TRANSFER COUNTY ROAD & BRIDGE FUND	5,000.00 5,000.00
107211	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	1,379.82 1,179.48 66.78 66.78 66.78
107212	OGDEN/CRYSTAL HUMAN SERVICE ZONE	289.29 289.29
107213	PALERMO TOWNSHIP GENERAL FUND	1,425.00 1,425.00
107214	PAPPA/STEPHANIE GENERAL FUND	231.75 231.75
107215	PARSHALL RURAL FIRE DIST #2 GENERAL FUND	289,818.00 289,818.00
107216	PINNACLE COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE	29,573.23 28,801.78 771.45
107217	PRAIRIE FORD, INC. GENERAL FUND	219.36 219.36
107218	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	11,487.36 11,487.36
107219	RECREATION SUPPLY COMPANY COUNTY PARKS FUND	980.00 980.00
107220	ROOSEVELT INN & SUITES GENERAL FUND	88.20 88.20
107221	RYAN CHEVROLET GENERAL FUND	375.92 375.92
107222	SECRETARY TO DIRECTOR OF CHILD NUTRITION HUMAN SERVICE ZONE	16.00 16.00

107223	SIRCHIE ACQUISITION COMPANY LLC GENERAL FUND	541.25 541.25
107224	SORKNESS TOWNSHIP GENERAL FUND	307.50 307.50
107225	STANLEY AUTO & TRUCK COUNTY ROAD & BRIDGE FUND	301.88 301.88
107226	STANLEY HARDWARE HUMAN SERVICE ZONE	4.99 4.99
107227	STANLEY LUMBER & SUPPLY GENERAL FUND	87.05 87.05
107228	STREICHER'S GENERAL FUND	58.00 58.00
107229	SUMMIT FOOD SERVICE, LLC GENERAL FUND	5,151.59 5,151.59
107230	THOMAS Y PICKETT INC GENERAL FUND	20,000.00 20,000.00
107231	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND	78.96 25.98 52.98
107232	UNIFORM CENTER GENERAL FUND	354.95 354.95
107233	UNITED QUALITY COOPERATIVE GENERAL FUND	91.88 91.88
107234	VERIZON WIRELESS GENERAL FUND	42.07 42.07
107235	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,360.00 3,360.00
107236	WEST DAKOTA WATER, LLC COUNTY ROAD & BRIDGE FUND	3,000.00 3,000.00
107237	WESTERN DAKOTA ENERGY ASSOCIATION GENERAL FUND COUNTY ROAD & BRIDGE FUND	6,000.00 4,000.00 2,000.00
107238	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	1,355.76 1,355.76
107239	WHITE CAP COUNTY ROAD & BRIDGE FUND	266.00 266.00
107240	WHITE EARTH CITY GENERAL FUND	14,400.00 14,400.00
	<b>FINAL TOTAL</b>	<b>2,127,484.30</b>

L. BOARD CONCERNS

Wade Enget, State's Attorney discussed a written opinion on the prescriptive public road for 100 ½ St NW on the statutory right of way.

3. APPOINTMENT SCHEDULED

9:15 A.M.

Bob Hayes, Addiction Counselor met with the board to discuss a \$5.00 per hour increase to his services along with Orvin Lommen.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the increase of \$5.00 per hour for services provided by Bob Hayes & Orvin Lommen. Upon roll call, Ruland, Rice, Hollekim, Olson and DeGroot voted yes. Motion carried.

9:25 A.M.

Jessica Niemitalo, Treasurer met with the board to discuss the 2 renewals of certificate of deposits (CD's) of 5 million each for the General Fund.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the 2 renewals of certificate of deposits (CD's) of \$5 million each for 12 months with Cornerstone Bank. Upon roll call, Ruland, Olson, Hollekim, DeGroot and Rice voted yes. Motion carried.

Discussion was also held on a two certificate of deposits (CD's) held at Cornerstone Bank one for \$3,867,549.08 and one for \$5 million. The bank offered to break the CD without penalty and reinvest at a higher interest rate.

Moved by Comm. Olson, seconded by Comm. Rice, to approve breaking and reinvesting the certificate of deposits (CD's) of \$3,867,549.08 and \$5 million for 12 months at Cornerstone Bank. Upon roll call, Rice, Olson, Ruland, Hollekim and DeGroot voted yes. Motion carried.

9:30 A.M.

Chairman Ruland opened the 9:30 A.M. public hearing for the purpose of receiving comments on request filed by Colin Haddeland to close the section line running between Section 16 and Section 21, Township 152 North, Range 92 West (**Osborn Township**), described as follows: beginning at a point on the SE corner of the SE1/4SW1/4 of Section 16, and the NE corner of the NE1/4NW1/4 of Section 21 and thence proceeding westerly upon the existing section line to a point that said section line intersects with the Soo Line Railroad right of way, with the said being a portion of 39<sup>th</sup> St NW, which contains about .43 of a mile more or less.

Colin Haddeland was present over the phone. Comm. Ruland stated Osborn Township were staying neutral because didn't want to set a precedent if the section line closed.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the section line closing between Section 16 and Section 21, Township 152 North, Range 92 West (**Osborn Township**), described as follows: beginning at a point on the SE corner of the SE1/4SW1/4 of Section 16, and the NE corner of the NE1/4NW1/4 of Section 21 and thence proceeding westerly upon the existing section line to a point that said section line intersects with the Soo Line Railroad right of way, with the said being a portion of 39<sup>th</sup> St NW, which contains about .43 of a mile more or less. Upon roll call, DeGroot, Olson, Hollekim, Rice and Ruland voted yes. Motion carried.

9:45 A.M.

Comm. Olson discussed the Emergency Management monies that are used for equipment for any fire and ambulance district providing services in Mountrail County and suggested the General Fund Ambulance and Fire District should be used for entities stationed within the county only.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve sending out a letter to all Fire and Ambulance Districts stationed in the County that the funding is available. Upon roll call, all present voted yes. Motion carried.

Dustin Huus & Kyle Christenson with the Parshall Fire Department requested assistance for purchasing a fire water truck/tanker.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the purchase of a fire water truck/tanker out of the Fire and Ambulance Fund totaling \$289,818. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

10:00 A.M.

Nichole Degenstein, Human Resource Director discussed the Public Employees Retirement System (PERS) options and the appointed official reviews.

The annual review for appointed officials will be conducted by Comm. Olson and Comm. Rice.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve increasing the employer share of retirement through PERS from a 12.26% to 12.54% contribution for all qualified employees with the employee

picking up remaining balance effective 1-1-24. Upon roll call, Rice, Ruland, Hollekim, DeGroot and Olson voted yes. Motion carried.

10:15 A.M.

Jana Hennessy, Road & Bridge (R&B) Engineer met to discuss Road & Bridge.

1. 36<sup>TH</sup> JOINT POWERS AGREEMENT/ENGINEERING CONTRACT JOHN SAUBER

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve and sign the joint powers agreement with Howie, Big Bend, Osborne Township and Unorganized 152 North, Range 93 West for 36<sup>th</sup> St NW. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve and sign the engineering contract with Sauber Engineering not exceeding \$754,000 for 36<sup>th</sup> St NW as an emergency situation and subject to approval from all affected townships. Upon roll call, DeGroot, Rice, Hollekim, Ruland and Olson voted yes. Motion carried.

2. PALERMO NORTH CR 3 GRAVEL RESHAPING PROJECT/03(71)23

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve and sign the notice to proceed and construction contract with Wm. D. Scepaniak Inc. for the Palermo North CR 3, Gravel Reshaping Project 03(71)23. Upon roll call, Olson, Hollekim, DeGroot, Ruland and Rice voted yes. Motion carried.

3. CR 21 SKID SURFACE PROJECT NDDOT-UPDATE

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve paying NDDOT for project CR 21 HLC-3115(057) totaling \$261,120.07 & MHA Nation TERO totaling \$6,661.23 and establish a letter to NDDOT with the disappointment of not having a process of handling companies that file bankruptcy. Upon roll call, Rice, Olson, DeGroot, Ruland and Hollekim voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. ,DeGroot, to transfer the monies from Unorganized Township 150 North Range 92 West Fund to the Road & Bridge Fund totaling \$267,781.30 for the project CR 21 HLC-315(057) as this road is a benefit to unorganized townships. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

4. CR 4 CEMENT STABILIZATION UPDATE

Engineer Hennessy gave an update on cement stabilization on CR4, 74th Ave NW from CR7 west to the Williams County line. Liberty Resources will be reimbursing the County up to \$250,000 for repairs on this road.

5. CR 9 PHASE 2 CHANGE ORDER

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the change order for project CR 9 Phase 2 with Martin Construction totaling \$6,221,117.64 for paving approximately 8.3 miles of CR9 from ND1804 to the White Earth Bay. Upon roll call, DeGroot, Olson, Rice, Hollekim and Ruland voted yes. Motion carried.

Engineer Hennessy will prepare a letter to the landowners updating them on the changes for CR 9 Phase 2.

12:00 P.M.

Gloria Larsgaard with EAPC discussed the bid plans for the proposed county shop to be located adjacent the Courthouse.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the bidding of the county shop. Upon roll call, Olson, DeGroot, Rice, Ruland and Hollekim voted yes. Motion carried.

4. ADJOURN

The Board adjourned at 12:32 P.M. to meet in regular session on Tuesday, August 15, 2023 at 9:00 A.M. Accepted and approved this 15<sup>th</sup> day of August, 2023.

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Trudy Ruland, Chairman

Stephanie A. Pappa

Mountrail County Commissioner

Mountrail County Auditor