

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, August 2, 2022 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Joan Hollekim, Jason Rice, Wayne Olson, Trudy Ruland, and Daniel Uran present. Absent was State’s Attorney, Wade Enget.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

Moved by Comm. Hollekim, seconded by Comm. Olson, 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. Uran, to approve the minutes of the July 19, 2022 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the special minutes of the July 25, 2022 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the Overweight fines through July 31, 2022. Upon roll call, Rice, Ruland, Uran, Hollekim and Olson voted yes. Motion carried. (A complete list of fees is available for review in the Auditor’s Office during normal business hours).

D. PAYROLL

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the regular full-time employee classification for Megan Boonzaier as an Eligibility Worker with Human Services in the amount of \$3,250 per month/\$39,000 per year. The Board expressed concerns that the salary is not competitive with other salaries in Mountrail County. Upon roll call, Uran, Rice, Ruland, Hollekim and Olson voted yes. Motion carried.

E. TRANSFER

Moved by Comm. Rice, seconded by Comm. Olson, to approve the transfer for overweight permits from the Road & Bridge Fund to the Unorganized Township 155 North, Range 94 West totaling \$29,715.48; Unorganized Township 154 North, Range 94 totaling \$5,415.66; Unorganized 153 North, Range 93 West totaling \$6,240.44; Unorganized Township 152 North, Range 93 West totaling \$7,278.04 and Unorganized Township 150 North, Range 92 West totaling \$64.79. Upon roll call, Ruland, Hollekim, Rice, Olson and Uran voted yes. Motion carried.

F. JOINT POWERS AGREEMENT

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve signing the Joint Powers Agreement between the City of New Town and Mountrail County-for the purpose of establishing clear and concise boundaries of zoning jurisdiction outside the exterior of New Town City with New Town City having the sole zoning jurisdiction of lands described in Exhibit “A” and Mountrail County having the sole zoning jurisdiction of lands described in Exhibit “B” as follows:

**Exhibit A:** NE1/4 of Section 24, Township 152 N, Range 93 West; and

**Exhibit B:** Riverview Estates Subdivision located in E1/2 of Section 11, and W1/2 of Section 12, Township 152 North, Range 93 West consisting of Lots 1-2 of Block 1, Lots 1-23 of Block 2, Lots 1-16 of Block 3 and Lots 1-16 of Block 4; Arrowhead Point Subdivision located in Section 11 and 12, Township 152 North, Range 93 West consisting of Lots 1-4 of Block 1, Lots 1-25 of Block 2, Rearrangement of Lots 7, 8 & 9, Block 2, Arrowhead Point Subdivision, Lots 1-7 of Block 1, Replat of Block 1 Arrowhead Point Subdivision, Lots 1-7 of Block 1, Rearrangement of Lots 1-6 Block 2 of Arrowhead Point Subdivision, Rearrangement of Lots 10-19, Block 2 of Arrowhead Point Subdivision, Replat of Lots 1 & 7, Block 1 of Arrowhead Point Subdivision, now known as Lot 1, Block 1 of the Replat of Block 1 of Arrowhead Point Subdivision and Bridgeview Subdivision

located in Section 11 & 12, Township 152 North, Range 93 West consisting of Lots 1-13 of Block 1, Lots 1-22 of Block 2; Replat of Bridgeview Subdivision Lots 1-13 of Block 1 and Lots 1-22 of Block 2; Replat of Lots 13, 14, and 15, Block 2, Replat of Bridgeview Subdivision.

Upon roll call, Hollekim, Rice, Uran, Olson and Ruland voted yes. Motion carried.

G. JDA BOARD

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the appointment of Lauren Frost, representing the City of Stanley to the Mountrail County Job Development Association Board (JDA Board). Upon roll call, all present voted yes. Motion carried.

H. RAFFLE PERMITS

Moved by Comm. Olson, seconded by Comm. Rice, to approve the raffle & poker permits for Belden Trail riders to be held on August 20, 2022 pending the proper paperwork being supplied. Upon roll call, Olson, Rice, Hollekim and Ruland voted yes, Comm. Uran was absent. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the raffle permit for ND EMS Foundation to be held on August 12, 2022. Upon roll call, Hollekim, Rice, Olson, Ruland and Uran voted yes. Motion carried.

I. GJELLSTAD LEASE

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the Lease Agreement with Gjellstad LLC for rental of office space at 8131 Highway 2 in Stanley City subject to the term being terminated on December 31, 2023 with a guaranteed month to month rental until offices are relocated back to the Memorial Building and remove the wording that the County is responsible for the taxes . Upon roll call, Uran, Olson, Rice, Ruland and Hollekim voted yes. Motion carried.

J. UNCLAIMED CHECKS

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the cancellation of the following warrants in accordance with ND Century Code 11-25-04 and submit payment of the unclaimed checks totaling \$516.97 to the Unclaimed Property Division with ND Trust Land. Upon roll call, Uran, Rice, Hollekim, Ruland and Olson voted yes. Motion carried.

Stop Payment Only – No Reissuance

Check # / Date Issued	Payee	Amount
12096 / 1-14-20	Latham & Watkins	\$12.00
12109 / 1-21-20	Judy Deutsch	\$6.93
12174 / 3-4-20	Marathon Oil	\$20.00
12179 / 3-24-20	Ceja Corp	\$12.00
12180 / 3-24-20	Hennessy Law Office	\$15.00
12255 / 9-22-20	Dore Rothberg	\$22.00
12260 / 9-25-20	John Flaherty Jr	\$76.89
12282 / 12-2-20	Sinclair	\$10.00
12300 / 12-22-20	Terrance Stevenson	\$14.49
12301 / 12-22-20	Laurie Alberts	\$110.65
98220 / 2-24-20	Karen Babbitt	\$16.99
98492 / 3-3-20	Sharon McNutt	\$35.41
99728 / 9-15-20	Kory Good	\$15.96
99856 / 10-6-20	Desirae Nance	\$7.28
100110/ 11-6-20	Verizon Wireless	\$38.15
100305/ 12-1-20	Staples Credit Plan	\$51.50
100432/ 12-30-20	Chelsea Beasley	\$33.72
100464/ 12-30-20	Lowe's Printing	\$18.00
	<b>TOTAL</b>	<b>\$516.97</b>

K. STOPPAYMENT

Moved by Comm. Rice, seconded by Comm. Uran, to approve the stop payment and reissue of check for Candice Grilley in the amount of \$75.00. Upon roll call, Rice, Ruland, Uran, Olson and Hollekim voted yes. Motion carried.

L. BILLS

Moved by Comm. Olson, seconded by Comm. Rice, to approve the bills totaling \$2,094,851.62 and July payroll, checks #16507-16521, direct deposits #11438-16685 totaling \$1,116,104.34. Upon roll call, Hollekim, Uran, Rice, Ruland and Olson 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 08/02/2022 - PAYMENT 08/02/2022**

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
104591	A&W TOWING & RECOVERY, INC. GENERAL FUND	250.00 250.00
104592	ABRAHAMSON/SANDRA GENERAL FUND	666.25 666.25
104593	ACKERMAN ESTVOLD COUNTY ROAD & BRIDGE FUND	30,947.51 30,947.51
104594	ADDCO OFFICE SYSTEMS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	402.89 134.30 134.29 134.30
104595	ADVANCED BUSINESS METHODS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	594.18 366.70 113.74 113.74
104596	ALGER TOWNSHIP COUNTY ROAD & BRIDGE FUND	13,408.27 13,408.27
104597	AMERICINN OF VALLEY CITY E 911 EMERGENCY/WIRELESS FUND	86.40 86.40
104598	ARAMARK UNIFORM SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	773.80 588.77 185.03
104599	ARMOR INTERACTIVE GENERAL FUND DOCUMENT PRESERVATION FUND	1,485.00 945.00 540.00
104600	BADLANDS OCCUPATIONAL TESTING SERVICES HUMAN SERVICE ZONE	360.00 360.00
104601	BBH INSURANCE, INC GENERAL FUND	186,295.00 186,295.00
104602	BICKER TOWNSHIP COUNTY ROAD & BRIDGE FUND	10,652.22 10,652.22
104603	BIG BEND TOWNSHIP COUNTY ROAD & BRIDGE FUND	2,037.06 2,037.06
104604	BLUE CROSS BLUE SHIELD COBRA GENERAL FUND	340.80 340.80
104605	BLUE TARP FINANCIAL, INC. COUNTY ROAD & BRIDGE FUND	30.00 30.00
104606	BOB HAYES ADDICTION SERVICES HUMAN SERVICE ZONE	3,430.00 3,430.00
104607	BRAVERA BANK GENERAL FUND HUMAN SERVICE ZONE	1,834.26 42.51 1,791.75
104608	BRAVERA INSURANCE	50.00

	HUMAN SERVICE ZONE	50.00
104609	BROOKBANK TOWNSHIP COUNTY ROAD & BRIDGE FUND	9,488.48 9,488.48
104610	BURKE TOWNSHIP COUNTY ROAD & BRIDGE FUND	1,328.97 1,328.97
104611	CARSTENS/JILL M HUMAN SERVICE ZONE	65.45 65.45
104612	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	6,975.87 416.00 279.50 6,280.37
104613	CITY OF STANLEY WEED CONTROL FUND	523.54 523.54
104614	CLEARWATER DEPOT LLP COUNTY ROAD & BRIDGE FUND	996.75 996.75
104615	CORPORATE TRANSLATION SERVICES INC HUMAN SERVICE ZONE	59.29 59.29
104616	COTTONWOOD TOWNSHIP COUNTY ROAD & BRIDGE FUND	308.13 308.13
104617	GENERAL FUND GENERAL FUND	3,920.00 3,920.00
104618	CRANE CREEK TOWNSHIP COUNTY ROAD & BRIDGE FUND	118,297.18 118,297.18
104619	CROWFOOT TOWNSHIP COUNTY ROAD & BRIDGE FUND	7.30 7.30
104620	CRUMMIE/KAITLYN HUMAN SERVICE ZONE	338.93 338.93
104621	D & L CONSTRUCTION, INC COUNTY PARKS FUND	1,160.00 1,160.00
104622	DANKS/LISA HUMAN SERVICE ZONE	22.40 22.40
104623	DEBING TOWNSHIP COUNTY ROAD & BRIDGE FUND	31,676.43 31,676.43
104624	DS SOLUTIONS GENERAL FUND	300.30 300.30
104625	EAPC ARCHITECTS ENGINEERS GENERAL FUND	238,039.17 238,039.17
104626	ELECTRONICS COMMUNICATIONS INC E 911 EMERGENCY/WIRELESS FUND	1,392.00 1,392.00
104627	ENGET/WADE GENERAL FUND	40.62 40.62
104628	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	165,615.73 165,615.73
104629	ESRI GENERAL FUND	3,900.00 3,900.00
104630	FARMERS UNION OIL CO-WATFORD CITY HUMAN SERVICE ZONE	780.18 780.18
104631	FENSTER/KAYLA HUMAN SERVICE ZONE	740.03 740.03

104632	FERTILE TOWNSHIP COUNTY ROAD & BRIDGE FUND	2,500.26 2,500.26
104633	FIRST DISTRICT HEALTH UNIT COUNTY PARKS FUND	75.00 75.00
104634	GAFFANEYS OF MINOT INC GENERAL FUND	122.02 122.02
104635	GRATECH COMPANY COUNTY ROAD & BRIDGE CAPITAL PROJECTS	393,708.26 393,708.26
104636	GRILLEY/CANDICE HUMAN SERVICE ZONE	31.05 31.05
104637	GUSTAFSONS SEPTIC SERVICE INC GENERAL FUND	120.00 120.00
104638	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS COUNTY ROAD & BRIDGE FUND	156,632.76 4,823.75 151,809.01
104639	HERMANSON/NANCY HUMAN SERVICE ZONE	91.06 91.06
104640	HILTON GARDEN INN GENERAL FUND	259.20 259.20
104641	HOLLEKIM/JOAN GENERAL FUND	102.50 102.50
104642	HOME OF ECONOMY COUNTY ROAD & BRIDGE FUND	204.91 204.91
104643	HOMETOWN RADIO GROUP HUMAN SERVICE ZONE	3,990.00 3,990.00
104644	HOWIE TOWNSHIP COUNTY ROAD & BRIDGE FUND	14,858.32 14,858.32
104645	IDAHO TOWNSHIP COUNTY ROAD & BRIDGE FUND	3,204.59 3,204.59
104646	INFORMATION TECHNOLOGY DEPT HUMAN SERVICE ZONE	45.00 45.00
104647	JAMES HILL TOWNSHIP COUNTY ROAD & BRIDGE FUND	571.62 571.62
104648	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	128.04 128.04
104649	JOHNSON/LAURIE GENERAL FUND	419.05 419.05
104650	JPMORGAN CHASE BANK NA GENERAL FUND HUMAN SERVICE ZONE	1,648.71 58.00 1,590.71
104651	JUMA/SAMMY COUNTY PARKS FUND	450.00 450.00
104652	KINNEY/SHELLY HUMAN SERVICE ZONE	140.70 140.70
104653	KNIFE RIVER TOWNSHIP COUNTY ROAD & BRIDGE FUND	17,307.33 17,307.33
104654	KXMC GENERAL FUND	612.00 612.00

104655	LARSON'S TIRE SERVICE	1,857.80
	GENERAL FUND	1,820.48
	COUNTY ROAD & BRIDGE FUND	37.32
104656	LIBERTY TOWNSHIP	1,834.83
	COUNTY ROAD & BRIDGE FUND	1,834.83
104657	LOMMEN/ORVIN	825.00
	HUMAN SERVICE ZONE	825.00
104658	LOSTWOOD TOWNSHIP	97.55
	COUNTY ROAD & BRIDGE FUND	97.55
104659	LOWE'S PRINTING INC	101.85
	HUMAN SERVICE ZONE	101.85
104660	LUTTRELL/JANETTE	22.40
	HUMAN SERVICE ZONE	22.40
104661	MANITOU TOWNSHIP	38,158.98
	COUNTY ROAD & BRIDGE FUND	38,158.98
104662	MCALMOND TOWNSHIP	5.74
	COUNTY ROAD & BRIDGE FUND	5.74
104663	MCGAHAN TOWNSHIP	73.88
	COUNTY ROAD & BRIDGE FUND	73.88
104664	MCKENZIE COUNTY AUDITOR/TREASURER	51,302.36
	GENERAL FUND	51,302.36
104665	MCKENZIE COUNTY FARMER	282.76
	HUMAN SERVICE ZONE	282.76
104666	MENARDS - MINOT	418.81
	GENERAL FUND	244.72
	COUNTY PARKS FUND	174.09
104667	MEYERS/MICHELLE	138.25
	HUMAN SERVICE ZONE	138.25
104668	MINOT DAILY NEWS	171.00
	HUMAN SERVICE ZONE	171.00
104669	MODEL TOWNSHIP	13.22
	COUNTY ROAD & BRIDGE FUND	13.22
104670	MONTANA DAKOTA UTILITIES CO	9,420.87
	GENERAL FUND	9,420.87
104671	MOUNTRAIL CO HOUSING AUTHORITY	50,700.00
	AMERICAN RESCUE PLAN FUND	50,700.00
104672	MOUNTRAIL CO ROAD DEPART	12,320.45
	154-94 UNORGANIZED TOWNSHIP	6,156.57
	155-94 UNORGANIZED TOWNSHIP	6,163.88
104673	MOUNTRAIL COMMUNITY FOOD PANTRY	961.04
	HUMAN SERVICE ZONE	961.04
104674	MOUNTRAIL COUNTY HEALTH CENTER	800.00
	GENERAL FUND	800.00
104675	MOUNTRAIL COUNTY PROMOTER	444.18
	HUMAN SERVICE ZONE	444.18
104676	MOUNTRAIL TOWNSHIP	8.60
	COUNTY ROAD & BRIDGE FUND	8.60
104677	MOUNTRAIL WILLIAMS ELECTRIC COOP	13,023.83
	COUNTY ROAD & BRIDGE FUND	180.26
	COUNTY PARKS FUND	12,843.57

104678	MYRTLE TOWNSHIP COUNTY ROAD & BRIDGE FUND	12,106.31 12,106.31
104679	NARDINI FIRE EQUIPMENT GENERAL FUND	465.65 465.65
104680	ND ASSOCIATION OF COUNTIES GENERAL FUND	189.00 189.00
104681	ND DEPT OF TRANSPORTATION COUNTY ROAD & BRIDGE CAPITAL PROJECTS	281,515.69 281,515.69
104682	NDDHS FISCAL ADMINISTRATION GENERAL FUND	1,718.43 1,718.43
104683	NELSON/CAROL HUMAN SERVICE ZONE	90.55 90.55
104684	NELSON/ELMER HUMAN SERVICE ZONE	6.31 6.31
104685	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	343.69 343.69
104686	OAKLAND TOWNSHIP COUNTY ROAD & BRIDGE FUND	198.85 198.85
104687	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	403.11 125.54 254.62 22.95
104688	OGDEN/CRYSTAL GENERAL FUND HUMAN SERVICE ZONE	40.30 13.00 27.30
104689	OSBORN TOWNSHIP COUNTY ROAD & BRIDGE FUND	10,849.58 10,849.58
104690	PALERMO TOWNSHIP COUNTY ROAD & BRIDGE FUND	6,837.47 6,837.47
104691	PAPPA/STEPHANIE GENERAL FUND	193.75 193.75
104692	PARSHALL TOWNSHIP COUNTY ROAD & BRIDGE FUND	4,426.24 4,426.24
104693	PEARL VALLEY OILFIELD SERVICE & RENTALS COUNTY ROAD & BRIDGE FUND	200.00 200.00
104694	PINNACLE HUMAN SERVICE ZONE	1,311.78 1,311.78
104695	PINNACLE-AGRONOMY DEPARTMENT WEED CONTROL FUND	5.40 5.40
104696	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	116.45 116.45
104697	PLAZA TOWNSHIP COUNTY ROAD & BRIDGE FUND	77.09 77.09
104698	POWERS LAKE TOWNSHIP COUNTY ROAD & BRIDGE FUND	3,724.37 3,724.37
104699	PREBLE MEDICAL SERVICES INC HUMAN SERVICE ZONE	250.00 250.00
104700	PRINGLE & HERIGSTAD, PC GENERAL FUND	780.00 780.00

104701	PURCELL TOWNSHIP COUNTY ROAD & BRIDGE FUND	26,874.87 26,874.87
104702	QUADIENT FINANCE USA INC GENERAL FUND	70.77 70.77
104703	RAT LAKE TOWNSHIP COUNTY ROAD & BRIDGE FUND	14,211.71 14,211.71
104704	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	20,882.09 20,882.09
104705	REDMOND TOWNSHIP COUNTY ROAD & BRIDGE FUND	562.27 562.27
104706	ROSS TOWNSHIP COUNTY ROAD & BRIDGE FUND	2,912.95 2,912.95
104707	RUDOLPH ELECTRIC, LLC GENERAL FUND	6,482.54 6,482.54
104708	SAVAGE WATER SOLUTIONS COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
104709	SHELL TOWNSHIP COUNTY ROAD & BRIDGE FUND	254.91 254.91
104710	SIDONIA TOWNSHIP COUNTY ROAD & BRIDGE FUND	634.72 634.72
104711	SIKES TOWNSHIP COUNTY ROAD & BRIDGE FUND	14,297.82 14,297.82
104712	SORKNESS TOWNSHIP COUNTY ROAD & BRIDGE FUND	945.48 945.48
104713	SPRING COULEE TOWNSHIP COUNTY ROAD & BRIDGE FUND	362.61 362.61
104714	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,207.03 8.99 1,029.32 168.72
104715	STANLEY HARDWARE GENERAL FUND HUMAN SERVICE ZONE	703.63 28.96 674.67
104716	STAPLES BUSINESS CREDIT GENERAL FUND	397.45 397.45
104717	SUMMIT FOOD SERVICE, LLC GENERAL FUND	5,847.80 5,847.80
104718	SWANSTON EQUIPMENT CORP COUNTY ROAD & BRIDGE FUND	966.40 966.40
104719	TRACTOR SUPPLY COMPANY COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	434.20 374.95 59.25
104720	ULINE GENERAL FUND	1,223.14 1,223.14
104721	VAN HOOK TOWNSHIP COUNTY ROAD & BRIDGE FUND	18,205.29 18,205.29
104722	VERIZON WIRELESS GENERAL FUND	42.27 42.27
104723	VETSCH/JOHN	344.75



	GENERAL FUND	344.75
104724	WACLAWIK/SARAH HUMAN SERVICE ZONE	215.25 215.25
104725	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
104726	WENTZ/TRISTA HUMAN SERVICE ZONE	87.50 87.50
104727	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	15,492.94 15,492.94
104728	WHITE EARTH TOWNSHIP COUNTY ROAD & BRIDGE FUND	10,315.04 10,315.04
104729	WILLISTON WATER MANAGEMENT COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
	<b>FINAL TOTAL</b>	<b>2,094,851.62</b>

3. APPOINTMENT SCHEDULED

9:15 A.M.

Cody Moe representing Dakota Gold met with the board to discuss the waiving of penalty and interest on tax deed action parcels #42-0001200 and #42-0001300. Cody Moe stated the prior private equity partners didn't follow up with the payment of the taxes. The board agreed that this would set a precedence and the taxes are the responsibility of the taxpayer so the penalty and interest on tax deed action parcels #42-0001200 and #42-001300 will need to be paid.

9:25 A.M.

Laurie Johnson, Correctional Administrator, met with the board to discuss an additional full-time Correctional Officer.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve hiring the additional full-time Correctional Officer and eliminate the 4/5 part time position for the 2023 budget. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

9:30 A.M.

Nichole Degenstein, Human Resource Director met with the board to discuss recommendations from the Human Resource Advisory Committee meeting of July 19, 2022.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve adopting Policy 308 Donating Leave of the Mountrail County Employee Handbook effective September 1, 2022 as recommended by the Human Resource Advisory Committee and as presented by Director Degenstein. Upon roll call, Uran, Ruland, Rice, Hollekim and Olson voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Olson, to approve adopting Policy 216 Service Awards and Retirement Awards of the Mountrail County Employee Handbook effective January 1, 2023 as recommended by the Human Resource Advisory Committee and as presented by Director Degenstein. Upon roll call, Hollekim, Olson, Rice, Ruland and Uran voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to no longer allow the purchase of flowers for funerals from County funds as recommended by the Human Resource Advisory Committee due to concerns with recent audits of expending taxpayers' dollars properly. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the changes to Policy 519 Inclement Weather Emergency Closure of the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee and as presented by Director Degenstein. Upon roll call, Olson, Rice, Uran, Hollekim and Ruland voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Hollekim, to approve adopting the Road & Bridge Department Roadworker On-call Procedures Policy to allow on-call pay of \$50.00 per day to

roadworkers scheduled to be on-call on Saturday, Sunday and/or holidays. Upon roll call, Rice, Ruland, Olson, Hollekim and Uran voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the new job title DES Coordinator/911 Dispatcher/Technology Coordinator under the Sheriff's Office with a banding/grading of a B31 effective August 1, 2022. Upon roll call, Hollekim, Ruland, Rice, Uran and Olson voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the changes to Policy 103 Employee Relations Job Classification of the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee and as presented by Director Degenstein. Upon roll call, Hollekim, Rice, Ruland, Olson, and Uran voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Olson, to approve the changes to Policy 505 Communication and Computer System of the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee and as presented by Director Degenstein. Upon roll call, Rice, Ruland, Hollekim, Uran and Olson voted yes. Motion carried.

Director Degenstein reviewed the survey monkey questions for the Appointed Officials annual reviews.

10:00 A.M.

Jana Hennessy, Road & Bridge (R&B) Engineer along with Mary Trahan, Road & Bridge (R&B) Accountant met to discuss Road & Bridge.

#### 1. CR 4 – CHANGE ORDER

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve change order #2 for the Lostwood CR 4 Project #04(74)19 for an increase of \$26,435.48 to the contract with Central Specialties Inc. Upon roll call, Uran, Rice, Olson, Hollekim and Ruland voted yes. Motion carried.

#### 2. CR 15 – CHANGE ORDER

Moved by Comm. Olson, seconded by Comm. Uran, to approve change order #2 for the Van Hook CR 15 Project #15(82)21 for an increase of \$1,061.90 to the contract with Gratech Company LLC. Upon roll call, Hollekim, Rice, Olson, Uran and Ruland voted yes. Motion carried.

#### 3. TOWNSHIP ASSISTANCE-CULVERTS

Engineer Hennessy presented the Resolution on Culvert Cost Sharing. The Resolution gives the County Engineer authority to assist townships with culvert projects that do not exceed \$10,000 in cost. Discussion was held on proposed changes of giving authority to the County Engineer to approve projects not exceeding \$20,000 and allowing assistance for repairs or replacement for culverts with the cost splitting 25% Township and 75% County. More discussion will be held at the next commissioner meeting.

#### 4. WHITE EARTH TOWNSHIP CULVERT ASSISTANCE

Engineer Hennessy will bring back the culvert assistance with White Earth Township Culvert Assistance at the next meeting.

#### 5. Fund 201 R&B HB 1505 Allocation

Engineer Hennessy discussed the HB 1505 funds to possibly expend on CR 12, 42<sup>nd</sup> Ave NW for the 2023 budget year. More discussion will be held in the next coming meetings.

#### 6. UNORGANIZED TOWNSHIPS

Engineer Hennessy and Accountant Trahan discussed the Unorganized Townships and the road projects within the Unorganized Townships for the 2023 year. Engineer Hennessy also mentioned no grant funding was allocated for the three mile section of 36<sup>th</sup> St NW between CR21 (92<sup>nd</sup> Ave) and CR19 (89<sup>th</sup> Ave). The townships of Big Bend, Howie and Osborn would be contacted to see if they still want to move forward with this joint project.

11:00 A.M.

Stephanie A. Pappa, Auditor reviewed the 2023 Preliminary budgets for the County.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the Preliminary County 2023 budget totaling \$78,652,662. The board will meet with the local county affiliated boards to discuss using County General Fund cash reserves to reduce their levies. Upon roll call, Ruland, Rice, Hollekim, Uran and Olson voted yes. Motion carried.

4. ADJOURN

The Board adjourned at 1:36 P.M. to meet in special session on Thursday, August 4, 2022 at 1:00 P.M. Accepted and approved this 16<sup>th</sup> day of August, 2022.

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Trudy Ruland, Chairman

Mountrail County Commissioner

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Stephanie A. Pappa

Mountrail County Auditor