

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, February 3, 2026 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Trudy Ruland, Wayne Olson, Joan Hollekim, John DeGroot and Jason Rice 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. DeGroot, to review and approve the agenda as corrected. Upon roll call, all present voted yes. Motion carried.

B. MINUTES

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the minutes of the January 20, 2026 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. PAYROLL

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the salary increase form for a promotion/banding/grading change for Jacob Roberts as a Correctional Officer II with Corrections from a band of B22 to a B23 to the amount of \$32.53 per hour/\$67,652 per year. Upon roll call, DeGroot, Hollekim, Rice, Olson and Ruland voted yes. Motion carried.

D. AGREEMENT

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve the signing the Agreement between Robertson Counseling, Mountrail County and the Mountrail-McKenzie Human Service Zone. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

E. BUDGET AMENDMENTS

Moved by Comm. Olson, seconded by Comm. Rice, to approve the 2025 Budget Amendments. Upon roll call, Olson, Rice, Hollekim, Ruland and DeGroot voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the 2026 Budget Amendments from the General Fund Oasis into each Departments Oasis fund. Motion withdrawn.

F. BILLS

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the bills totaling \$1,174,594.55 & January 4 through January 17 payroll, checks #20181-20186 and direct deposits #1-171 totaling \$613,832.13. Upon roll call, DeGroot, Hollekim, Olson, Ruland and Rice 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 02/03/2026 - PAYMENT 02/03/2026

<u>WARRANT #</u>	<u>VENDOR NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
0	ADVANCED BUSINESS METHODS_49	GENERAL FUND	\$175.45
0	AMAZON CAPITAL SERVICES	GENERAL FUND	\$70.85
0	AMAZON CAPITAL SERVICES	GENERAL FUND	\$37.34
0	AMAZON CAPITAL SERVICES	GENERAL FUND	\$246.99
0	CHARM-TEX, INC.	GENERAL FUND	\$78.96
0	CIRCLE SANITATION INC	GENERAL FUND	\$203.75
0	CIRCLE SANITATION INC	GENERAL FUND	\$146.25
0	CIRCLE SANITATION INC	GENERAL FUND	\$84.50
121322	COUNTIES PROVIDING TECHNOLOGY	GENERAL FUND	\$3,776.00
121326	G&P COMMERCIAL SALES	GENERAL FUND	\$1,221.94

0	GAFFANEYS OF MINOT INC	GENERAL FUND	\$51.25
121327	H.A.THOMPSON & SONS INC	GENERAL FUND	\$543.50
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$697.00
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$49.14
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$36.00
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$27.99
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$224.49
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$24.01
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$59.21
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$34.94
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$109.00
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$36.00
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$234.93
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$13.88
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$362.94
121329	JPMORGAN CHASE BANK NA	GENERAL FUND	\$22.00
121334	MONTANA DAKOTA UTILITIES CO	GENERAL FUND	\$8,543.10
121334	MONTANA DAKOTA UTILITIES CO	GENERAL FUND	\$2,281.58
121334	MONTANA DAKOTA UTILITIES CO	GENERAL FUND	\$5,775.47
121335	MOUNTRAIL COUNTY MEDICAL CENTER	GENERAL FUND	\$5,857.20
121340	ND EMERGENCY MANAGEMENT ASSC	GENERAL FUND	\$150.00
121341	ND SHERIFFS & DEPUTIES ASSN	GENERAL FUND	\$500.00
121342	ODP BUSINESS SOLUTIONS LLC	GENERAL FUND	\$59.01
121342	ODP BUSINESS SOLUTIONS LLC	GENERAL FUND	\$186.63
121342	ODP BUSINESS SOLUTIONS LLC	GENERAL FUND	\$40.78
121342	ODP BUSINESS SOLUTIONS LLC	GENERAL FUND	(\$395.53)
121342	ODP BUSINESS SOLUTIONS LLC	GENERAL FUND	\$335.83
121343	PARADIGM LIAISON SERVICES	GENERAL FUND	\$250.00
0	PITNEY BOWES GLOBAL FINANCIAL SERVI_3046	GENERAL FUND	\$668.58
121346	PURCHASE POWER_3110	GENERAL FUND	\$6,288.12
121348	QUALITY MEATS & SEAFOOD	GENERAL FUND	\$494.01
121350	RX SERVICES, LLC	GENERAL FUND	\$697.68
121351	RYAN CHEVROLET	GENERAL FUND	\$87.96
0	STEINS INC	GENERAL FUND	\$390.30
0	STEINS INC	GENERAL FUND	\$488.60
0	STEINS INC	GENERAL FUND	\$209.90
0	SUMMIT FOOD SERVICE, LLC	GENERAL FUND	\$6,367.31
0	THE SIDWELL COMPANY	GENERAL FUND	\$130.00
121355	THOMAS LAW FIRM	GENERAL FUND	\$125.00
121356	THOMAS Y PICKETT INC	GENERAL FUND	\$28,800.00
0	VERIZON WIRELESS	GENERAL FUND	\$39.23
0	VESTIS	GENERAL FUND	\$85.51
0	JENSEN BROTHERS CONSTRUCTION, INC.	ROAD & BRIDGE CAPITAL	\$629,264.88
121332	MARTIN CONSTRUCTION INC	ROAD & BRIDGE CAPITAL	\$379,446.65
0	ACME TOOLS	ROAD & BRIDGE FUND	\$264.99
0	ADVANCED BUSINESS METHODS_49	ROAD & BRIDGE FUND	\$175.45
121321	BERT'S TRUCK EQUIPMENT OF MOORHEAD	ROAD & BRIDGE FUND	\$2,522.55
0	BUTLER MACHINERY CO	ROAD & BRIDGE FUND	\$892.03
0	CIRCLE SANITATION INC	ROAD & BRIDGE FUND	\$375.25
0	DAKOTA FIRE EXTINGUISHERS, INC.	ROAD & BRIDGE FUND	\$377.74
0	DAKOTA TRUCK & FARM SERVICE	ROAD & BRIDGE FUND	\$925.82
121324	DAKOTALAND AUTOGLASS,INC	ROAD & BRIDGE FUND	\$188.40
0	GOOSENECK IMPLEMENT	ROAD & BRIDGE FUND	\$17,106.14
121329	JPMORGAN CHASE BANK NA	ROAD & BRIDGE FUND	\$74.95
121329	JPMORGAN CHASE BANK NA	ROAD & BRIDGE FUND	\$164.35
121330	LIGHT AND SIREN	ROAD & BRIDGE FUND	\$148.00
121331	MAC'S	ROAD & BRIDGE FUND	\$20.99
121336	MOUNTRAIL WILLIAMS ELECTRIC COOP_2506	ROAD & BRIDGE FUND	\$4,478.73
121336	MOUNTRAIL WILLIAMS ELECTRIC COOP_2507	ROAD & BRIDGE FUND	\$310.23

121337	NAPA AUTO PARTS_2539	ROAD & BRIDGE FUND	\$303.70
121342	ODP BUSINESS SOLUTIONS LLC	ROAD & BRIDGE FUND	\$164.24
0	PINNACLE	ROAD & BRIDGE FUND	\$10,339.47
121344	POMP'S TIRE SERVICE	ROAD & BRIDGE FUND	\$2,537.73
0	RDO EQUIPMENT CO	ROAD & BRIDGE FUND	\$7,533.96
0	RDO EQUIPMENT CO	ROAD & BRIDGE FUND	\$5,315.49
121349	RUNNING SUPPLY, INC	ROAD & BRIDGE FUND	\$135.92
121352	SATERMO TRUSTWORTHY HARDWARE	ROAD & BRIDGE FUND	\$5.39
121353	SPOKELY HD	ROAD & BRIDGE FUND	\$1,800.00
0	STANLEY AUTO & TRUCK	ROAD & BRIDGE FUND	\$361.47
121354	STAPLES, INC. AND SUBSIDIARIES	ROAD & BRIDGE FUND	\$70.06
121359	WESTLIE TRUCK CENTER	ROAD & BRIDGE FUND	\$5,735.66
0	ADVANCED BUSINESS METHODS_49	HUMAN SERVICE ZONE	\$3,005.58
0	ADVANCED BUSINESS METHODS_50	HUMAN SERVICE ZONE	\$247.71
0	BADLANDS OCCUPATIONAL TESTING SERVICES	HUMAN SERVICE ZONE	\$208.00
0	BBH INSURANCE, INC	HUMAN SERVICE ZONE	\$4,603.00
0	CRUMMIE, KAITLYN	HUMAN SERVICE ZONE	\$34.30
121323	CUPS DRUG TESTING & OCCUPATIONAL HEALTH	HUMAN SERVICE ZONE	\$165.00
121325	FARMERS UNION OIL CO-WATFORD CITY	HUMAN SERVICE ZONE	\$153.97
121325	FARMERS UNION OIL CO-WATFORD CITY	HUMAN SERVICE ZONE	\$42.75
0	HERMANSON, NANCY A	HUMAN SERVICE ZONE	\$197.75
0	INFORMATION TECHNOLOGY DEPT	HUMAN SERVICE ZONE	\$369.25
121328	JACOBSON, SARA	HUMAN SERVICE ZONE	\$200.00
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$556.20
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$67.50
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$1,199.67
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$95.50
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$325.21
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$200.00
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$377.88
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$35.00
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$20.00
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$960.00
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$720.03
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$700.00
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$33.11
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$32.33
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$491.00
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$717.13
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$156.54
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$220.00
121329	JPMORGAN CHASE BANK NA	HUMAN SERVICE ZONE	\$137.47
0	LANGO, LLC	HUMAN SERVICE ZONE	\$27.41
0	LOMMEN/ORVIN	HUMAN SERVICE ZONE	\$780.00
121333	MCKENZIE COUNTY PUBLIC WORKS	HUMAN SERVICE ZONE	\$350.69
121336	MOUNTRAIL WILLIAMS ELECTRIC COOP_2506	HUMAN SERVICE ZONE	\$289.14
0	NORTHERN TESTING INC	HUMAN SERVICE ZONE	\$345.00
0	OAKLAND, TENA S	HUMAN SERVICE ZONE	\$34.66
0	PINNACLE	HUMAN SERVICE ZONE	(\$42.86)
0	PINNACLE	HUMAN SERVICE ZONE	\$311.02
0	PINNACLE	HUMAN SERVICE ZONE	\$268.30
0	PINNACLE	HUMAN SERVICE ZONE	\$89.98
121345	PREBLE MEDICAL SERVICES INC	HUMAN SERVICE ZONE	\$40.00
121347	QUADIENT LEASING	HUMAN SERVICE ZONE	\$242.97
0	STANLEY HARDWARE	HUMAN SERVICE ZONE	\$69.98
0	STANLEY HARDWARE	HUMAN SERVICE ZONE	\$74.98
121358	WESTERN DENT	HUMAN SERVICE ZONE	\$5,477.25
121336	MOUNTRAIL WILLIAMS ELECTRIC COOP_2506	COUNTY PARK FUND	\$56.31
121336	MOUNTRAIL WILLIAMS ELECTRIC COOP_2507	COUNTY PARK FUND	\$321.14

121336	MOUNTRAIL WILLIAMS ELECTRIC COOP_2508	COUNTY PARK FUND	\$1,158.25
121336	MOUNTRAIL WILLIAMS ELECTRIC COOP_2509	COUNTY PARK FUND	\$57.14
121338	ND 911 ASSOCIATION	E 911 EMERGENCY/WIRELESS	\$100.00
121339	ND ASSOCIATION OF COUNTY/TRIBAL VETERAN	VETERAN'S SERVICE OFFICER	\$50.00
121339	ND ASSOCIATION OF COUNTY/TRIBAL VETERAN	VETERAN'S SERVICE OFFICER	\$120.00
	0 ADVANCED BUSINESS METHODS_49	COUNTY AGENT	\$175.45
121342	ODP BUSINESS SOLUTIONS LLC	COUNTY AGENT	(\$196.43)
121329	JPMORGAN CHASE BANK NA	WEED CONTROL	\$31.94
121357	WAGNER, DEAN	PREPAID TAXES	\$25.53
GRAND TOTAL			\$1,174,594.55

3. APPOINTMENTS SCHEDULED

9:15 A.M.

Kim Savage, Tax Director met to discuss 5 abatements.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve an abatement on parcel #61-0013100 for tax year 2025 as the building burnt down as per the recommendation of Tax Director Savage. Upon roll call, Olson, DeGroot, Rice, Ruland and Hollekim voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve an abatement on parcel #61-0051113 for tax year 2025 as the property is exempt as per the recommendation of Tax Director Savage. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve an abatement on parcel #61-0051112 for tax year 2025 as the property is exempt as per the recommendation of Tax Director Savage. Upon roll call, Ruland, Rice, DeGroot, Hollekim and Olson voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Olson, to approve an abatement on parcel #61-1105000 for tax year 2025 as approved for Disabled Veterans Credit as per the recommendation of Tax Director Savage. Upon roll call, Olson, DeGroot, Hollekim, Rice and Ruland voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve an abatement on parcel #61-1105000 for tax year 2026 as approved for Disabled Veterans Credit as per the recommendation of Tax Director Savage. Upon roll call, Hollekim, Ruland, Olson, DeGroot and Rice voted yes. Motion carried.

Tax Director presented the Assessor Agreement for Plaza and New Town.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the signing of the contract between the City of New Town and the County for the 2026 assessment period totaling \$15,000 with payment due by April 30th. Upon roll call, Olson, Ruland, Rice, DeGroot and Hollekim voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the signing of the contract between the City of Plaza and the County for the 2026 assessment period totaling \$5,000 with payment due by April 30th. Upon roll call, DeGroot, Rice, Olson, Hollekim and Ruland voted yes. Motion carried.

9:30 A.M.

Randi Schumaier, Human Resource Generalist presented the percentage change for PERS retirement.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve increasing the employer share of retirement through PERS from a 13.26% to 13.77% contribution for all qualified employees with the employee picking up the remaining balance effective February 1st. Upon roll call, Hollekim, DeGroot, Ruland, Rice and Olson voted yes. Motion carried.

Human Resource Generalist Schumaier also discussed the recommendations from the Human Resource Advisory Committee (HRAC).

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the amended Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee. Upon roll call, all present voted yes. Motion carried.

9:45 A.M.

Jessica Niemitalo, Treasurer discussed the Certificate of Deposit of \$25 million up for renewal. Treasurer Niemitalo will reach out to the banks for a 3-month CD and a transfer will be done closer to when the Road & Bridge needs the money. More discussion will be held at the next meeting.

10:00 A.M.

Laurie Johnson, Correctional Administrator discussed the contract for a traveling nurse. Dalton Daeges and Gigi Grant with Prime Workforce Solutions discussed the contract.

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve signing the traveling nurse contract with Prime Workforce Solutions. Upon roll call, Olson, DeGroot, Rice, Ruland and Hollekim voted yes. Motion carried.

10:10 A.M.

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

1. CR11 RECONSTRUCTION PROJECT NO 11(67)23

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the balancing change order #4 for Martin Construction Inc with a decrease totaling \$293,544.43 for CR11 Reconstruction Project No. 11(67)23. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the final pay application for Martin Construction Inc. totaling \$379,446.65 for CR11 Reconstruction Project No. 11(67)23. Upon roll call, DeGroot, Rice, Hollekim, Ruland and Olson voted yes. Motion carried.

2. PM2026 – OVERLAY PROJECT 3(74)26, 11(67)26 & 2026-02

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve advertising for bids for PM 2026-Overlay Project 3(74)26, 11(67)26 & 2026-02. Upon roll call, Rice, Olson, DeGroot, Ruland and Hollekim voted yes. Motion carried. Engineer Hennessy mentioned Osborn Township will reimburse the County for the portion of township overlay and Sauber Engineering is billing their township directly for engineering services.

4. PUBLIC COMMENT

No one had any comments.

5. ADJOURN

The Board adjourned at 10:41 A.M. to meet in regular session on Tuesday, February 17, 2026 at 9:00 A.M. Accepted and approved this 17th day of February, 2026.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor