

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, January 5, 2021 at 9:00 A.M. with GOTOMEETING with Commissioners Joan Hollekim, Jason Rice, Trudy Ruland in person, and Daniel Uran and Wayne Olson present via GOTOMEETING. Also present was States Attorney, Wade Enget.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

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

B. MINUTES

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the minutes of the December 15, 2020 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the minutes of the December 30, 2020 special meeting. Upon roll call, all present voted yes. Motion carried.

C. TRANSFER

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the transfer for the Oil & Gas allocation totaling \$942,454.49 for current allocations from the General Fund to the County Road & Bridge Fund (70% of Oil & Gas Funds). Upon roll call, Rice, Hollekim, Uran, Ruland and Olson voted yes. Motion carried.

D. PAYROLL

Moved by Comm. Olson, seconded by Comm. Uran, to approve the salary increase for Kim Savage with the Tax Directors Office for a step increase and classification change for completion of class 1 certification to the amount of \$4,941.917 per month/\$59,303 per year. Upon roll call, Rice, Ruland, Uran, Hollekim and Olson voted yes. Motion carried.

E. APPOINTMENTS

Discussion was held on the city within the County to be represented on the Souris Basin Planning Council and an alternate for the County Commissioners. The change of the city being represented is due to New Town being able to qualify for the grants and due to the population.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve appointment of the City of New Town to the Souris Basin Planning Council. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Uran, to approve the appointment of Wayne Olson as the alternate representative for Mountrail County to the Souris Basin Planning Council. Upon roll call, all present voted yes. Motion carried.

F. AUDIO SYSTEM

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve adding the audio system into the speakers in the County Commissioner Room in the amount of \$2,219.36. Upon roll call, Olson, Rice, Uran, Ruland and Hollekim voted yes. Motion carried.

G. BILLS

Moved by Comm. Uran, seconded by Comm. Olson, to approve the bills totaling \$176,867.23 and December payroll, checks #11099-11120, direct deposit #13422-13580 totaling \$1,019,041.78. Upon roll call, Rice, Hollekim, Ruland, Uran, 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 under the County Commissioner heading.)

APPROVE 01/05/2021 - PAYMENT 01/05/2021

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
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100501	ADVANCED BUSINESS METHODS GENERAL FUND	3,287.80 3,287.80
100502	ARAMARK GENERAL FUND	144.68 144.68
100503	BBH INSURANCE, INC GENERAL FUND	4,458.00 4,458.00
100504	BERT'S TRUCK EQUIPMENT OF MOORHEAD COUNTY ROAD & BRIDGE FUND	1,153.50 1,153.50
100505	BLUE CROSS BLUE SHIELD COBRA GENERAL FUND	113.60 113.60
100506	BLUE TARP FINANCIAL, INC. COUNTY ROAD & BRIDGE FUND	39.99 39.99
100507	CARQUEST OF STANLEY COUNTY ROAD & BRIDGE FUND	84.71 84.71
100508	CAWS NORTH DAKOTA GENERAL FUND	20,796.81 20,796.81
100509	CITY OF STANLEY GENERAL FUND	901.40 901.40
100510	CLEARWATER DEPOT LLP COUNTY ROAD & BRIDGE FUND	711.00 711.00
100511	CRAFT ELECTRIC, INC. GENERAL FUND	2,285.00 2,285.00
100512	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND	1,560.00 1,560.00
100513	DATASPEC INC VETERAN'S SERVICE OFFICER FUND	449.00 449.00
100514	DEGENSTEIN/JULIEN COUNTY ROAD & BRIDGE FUND	195.07 195.07
100515	FRIENDS OF LAKE SAKAKAWEA COUNTY PARKS FUND	300.00 300.00
100516	H.A.THOMPSON & SONS INC GENERAL FUND	1,895.00 1,895.00
100517	K SQUARED ELECTRIC INC GENERAL FUND	253.32 253.32
100518	MOUNTRAIL COUNTY TREASURER GENERAL FUND	8,761.70 8,761.70
100519	MOUNTRAIL WILLIAMS ELECTRIC COOP COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	986.22 129.31 856.91
100520	NACVSO VETERAN'S SERVICE OFFICER FUND	50.00 50.00
100521	NAPA AUTO PARTS COUNTY ROAD & BRIDGE FUND	24.98 24.98
100522	NAT'L ASSOCIATION OF COUNTIES GENERAL FUND	450.00 450.00

100523	ND ASSOCIATION OF COUNTIES GENERAL FUND	101,515.72 101,515.72
100524	ND COUNTY COMMISSIONERS ASSN GENERAL FUND	1,650.00 1,650.00
100525	ND DEPT OF TRANSPORTATION COUNTY ROAD & BRIDGE FUND	10,748.75 10,748.75
100526	ND EMERGENCY MANAGEMENT ASSC GENERAL FUND	135.00 135.00
100527	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	700.21 700.21
100528	NORTH PRAIRIE RURAL WATER DISTRICT COUNTY ROAD & BRIDGE FUND	76.00 76.00
100529	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	421.29 306.41 114.88
100530	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	2,436.13 2,436.13
100531	QUADIENT FINANCE USA INC GENERAL FUND	7,009.40 7,009.40
100532	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	609.29 609.29
100533	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND	143.39 29.98 113.41
100534	STEINS INC GENERAL FUND	214.92 214.92
100535	TONY'S TRANSFER COUNTY ROAD & BRIDGE FUND	52.00 52.00
100536	TRACTOR SUPPLY COMPANY GENERAL FUND	12.99 12.99
100537	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	2,240.36 2,240.36
	FINAL TOTAL	\$ 176,867.23

H. BOARD CONCERNS

Comm. Uran stated he had issues with emails and Armor Interactive closed the ticket due to not being able to get ahold of him which no call was received regarding the issue. Comm. Olson gave an update on the Plaza Shop. Comm. Olson stated the inside is being completed but the roofing isn't being installed. Comm. Hollekim suggested the Commissioners take a look at the overtime hours on the payroll year end reports.

3. APPOINTMENT SCHEDULED

9:30 A.M.

Desiree Sorenson, Human Service Zone Director and Candice Grilley, Stanley Human Service Zone Manager met with the board to discuss the vacant Fostercare home. Manager Grilley stated that there are two couples with interest doing fostercare.

9:45 A.M.

Lori Hanson, Tax Director and Rory Porth, Property Tax Assessor met with the board to discuss the 2021 agriculture land valuation. Tax Director Hanson stated the average agricultural value per acre for Mountrail

County increased from \$481.34 in the 2020 year to \$489.30 for the 2021 year. This increase places Mountrail County at the low end of the 90% to 100% tolerance level allowed by the State. Tax Director Hanson recommended the County stay around the 92% threshold.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve setting agricultural land valuation for the 2021 assessment year at a threshold of 92% in order to stay in compliance with the State guidelines. Upon roll call, Rice, Olson, Uran, Hollekim and Ruland voted yes. Motion carried.

10:00 A.M.

Karen Babbitt, Building Supervisor met with the board concerning the South Complex Rental. Bill Gate with the Church of Jesus Christ of Latter Day Saints and Scott Hollister, Church building supervisor is wanting to rent the South Complex for 4 months due to the flooding of the church facility.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the one time deposit until the Church of Jesus Christ of Latter Day Saints finalize the last use of the South Complex unless a cleanup is not done then another deposit would be required. This one time deposit was allowed due to the long term use of the facility. Upon roll call, Uran, Olson, Rice, Hollekim and Ruland voted yes. Motion carried.

Karen Babbitt, Building Supervisor, Rory Porth, Property Tax Assessor, and Lori Hanson, Tax Director discussed the courthouse basement renovation electrical work. More clarification will need to be done with the two bids that were received. One bid was received from a Plumber and one bid for the windows. Supervisor Babbitt will bring back all quotes at the next Commissioner Meeting.

10:15 A.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the expired Family First Coronavirus Response Act. More information will be supplied at the next Commissioner meeting.

Moved by Comm. Uran, seconded by Comm. Uran, to approve extending the Family First Coronavirus Response Act policy until February 2nd meeting. Upon roll call, Uran, Olson, Rice, Hollekim and Ruland voted yes. Motion carried.

Director Degenstein discussed the Human Resources Advisory Committee (HRAC) meeting results from December.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the full day off on December 24, 2021 and close at noon on December 31, 2021. Upon roll call, Hollekim, Rice, Uran, Ruland, and Olson voted yes. Motion carried.

Director Degenstein discussed the future of having a barbeque in place of the Christmas party that was unable to be held.

10:30 A.M.

Jana Hennessy, Engineer met to discuss Road & Bridge. Also present were Matthew Huettl and John Sauber.

1. CR 19/PROJECT #19(89)19

Discussion was held on the right of way on CR 19 and Project #19(89)19 for the City of New Town. The county may not have the right of way within the city limits. Wade Enget, State's Attorney stated might be a better option to just get an agreement between the City of New Town and the County to be able to work in the right of way. A change order will need to be considered depending on findings. Matthew Huettl with HDR Engineering stated that more research will need to be done to find out the ownership of the right of way.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve signing the agreement between owner and contractor for construction contract between Mountrail County and Baranko Brothers, Inc for CR 19 Project #19(89)19 subject to working out an agreement between the City of New Town, Mountrail County and Baranko Brothers Inc. to get the Right of Way clarification. Upon roll call, Uran, Olson, Rice, Ruland and Hollekim voted yes. Motion carried.

2. OLD HWY 2/PROJECT #02(65)18

Moved by Comm. Olson, seconded by Comm. Uran, to approve paying the final invoice in the amount of \$210,885.65 to Bechtold Paving for Old HWY 2 Project #02(65)18. Upon roll call, Ruland, Hollekim, Uran, Rice and Olson voted yes. Motion carried.

3. WABEK RRX/PROJECT #RSC-3143(001)

Moved by Comm. Uran, seconded by Comm. Olson, to approve signing the final certification and final billing in the amount of \$10,748.75 of local match from NDDOT for project #RSC-3143(001). Upon roll call, Hollekim, Olson, Ruland, Uran, and Rice voted yes. Motion carried.

4. CR 4 CONSTRUCTION-LOSTWOOD

John Sauber with Sauber Engineering discussed the 404 permit on Lostwood CR 4. Discussion was held on the sloping of the ditches to minimize the wetland impacts to simplify the 404 permit process. Engineer Sauber stated it would affect about 600 feet which is close to Highway 8 with the steeper slopes being 2 to 1.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the design change for CR 4 Lostwood project as recommended by Engineer Sauber. Upon roll call, Ruland, Olson, Uran, Hollekim and Rice voted yes. Motion carried.

Engineer Hennessy stated the temporary easement has expired and she will be reaching out to renew the easements for CR 4 Lostwood road.

11:15 A.M.

Discussion was held with Departments Heads concerning COVID-19 issues. Present for the discussion were Mary Trahan, Nichole Degenstein, Corey Bristol, Jana Hennessy, Traci Hysjulien, Karen Babbitt, Melissa Vachal, Lori Hanson, Candice Grilley, Laurie Johnson, Lisa Lapica, Lynnette Vachal, Valerie Stammen, Tiffany Thiessen, Mary Dennis, Heather Tomlinson, and Linda Wienbar. Updates were given and the color went from orange to yellow and the mask mandate still being enforced until January 18th.

4. ADJOURN

The Board adjourned at 11:47 A.M. to meet in regular session on Tuesday, January 19, 2021 at 9:00 A.M. Accepted and approved this 19th day of January, 2021.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor