

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, July 19, 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. Also present was State's Attorney, Wade Enget.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

Moved by Comm. Rice, 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. Hollekim, seconded by Comm. Uran, to approve the minutes of the July 5, 2022 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 June fees for the Sheriff and Clerk of Court. Upon roll call, Ruland, Uran, Rice, 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. COURT TRIALS

Madison Rodgers, Clerk of Court along with Wade Enget, State's Attorney discussed the upcoming trials and the space needed for parking. Corey Bristol, Sheriff and Brad Ellis, Building Supervisor will work with the City of Stanley for a permit to move forward working on Lot 1, Block 3, Courthouse Addition lot.

Sheriff Bristol brought back the information from the City of Stanley that no permit is needed to level out the city lot and remove trees where needed.

E. PAYROLL

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the regular full-time employee classification for Steve Bigham as a Road Worker I with Road & Bridge in the amount of \$4,333.33 per month/\$52,000 per year. Upon roll call, Rice, Ruland, Uran, Hollekim and Olson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Rice, to approve the temporary employee classification for Thomas Anderberg as a sprayer with Weed Control in the amount of \$27.469 per hour not to exceed 50 hours per week/1040 hours per year from May 16, 2022 to October 30, 2022. Upon roll call, Olson, Uran, Ruland, Hollekim and Rice voted yes. Motion carried.

F. TRANSFER

Moved by Comm. Uran, seconded by Comm. Olson, to approve the transfer for overweight fines from the General Fund to the Unorganized Township 155 North, Range 94 West totaling \$2,152.50. Upon roll call, Hollekim, Rice, Ruland, Olson and Uran voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the transfer for overweight fines from the General Fund to the Unorganized Township 154 North, Range 94 West totaling \$4,277.50. Upon roll call, Uran, Rice, Olson, Hollekim and Ruland voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the transfer for overweight fines from the General Fund to the County Road & Bridge Fund totaling \$10,595. Upon roll call, Olson, Hollekim, Ruland, Rice and Uran voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the transfer for uniform permits from the General Fund to the County Road & Bridge Fund totaling \$1,260,433.74. Upon roll call, Hollekim, Rice, Olson, Uran and Ruland voted yes. Motion carried.

G. SECURITY MANUAL

Wade Enget, State’s Attorney discussed the court security manual.

H. MOVING COMPANY

Discussion was held on the supplied paperwork from 701 Scrap LLC/Williston Movers for moving the Memorial Building offices.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the signing of the agreement supplied by 701 Scrap LLC/Williston Movers. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

Comm. Hollekim will proceed with a sign permit with the City of Stanley submittal for a signage change for the new temporary building.

I. BILLS

Wade Enget, State’s Attorney stated the contingency fund will be going over due to a bill for an upcoming trial.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the overage of spending in the State’s Attorney contingency fund due to unforeseen expenses for the procurement of evidence. Upon roll call, Rice, Uran, Hollekim, Ruland and Olson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Rice, to approve the bills totaling \$5,574,847.10. Upon roll call, Uran, Rice, Hollekim, 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 under the County Commissioner heading and/or are available for review in the Auditor’s Office during normal business hours).

APPROVED 07/19/2022 - PAYMENT 07/19/2022

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
104481	A&W TOWING & RECOVERY, INC. GENERAL FUND	250.00 250.00
104482	ADVANCED BUSINESS METHODS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	341.22 113.74 113.74 113.74
104483	AGGREGATE CONSTRUCTION INC COUNTY ROAD & BRIDGE FUND	56,941.56 56,941.56
104484	ARAMARK UNIFORM SERVICES GENERAL FUND	584.05 584.05
104485	ARMOR INTERACTIVE GENERAL FUND	8,547.39 8,547.39
104486	ARMSTRONG SANITATION COUNTY PARKS FUND	1,331.53 1,331.53
104487	BASIN BROKERS GENERAL FUND	5,750.00 5,750.00
104488	BBH INSURANCE, INC GENERAL FUND	28,730.00 28,730.00
104489	BELSON OUTDOORS, INC COUNTY PARKS FUND	6,191.24 6,191.24
104490	CARD SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	177.07 118.16 58.91
104491	CENTRAL SPECIALTIES, INC. COUNTY ROAD & BRIDGE CAPITAL PROJECTS	4,027,132.39 4,027,132.39
104492	CITY OF NEW TOWN COUNTY ROAD & BRIDGE FUND	608.90 608.90

104493	CLEARWATER TOWNSHIP GENERAL FUND	2,700.00 2,700.00
104494	CULLIGAN WATER CONDITIONING COUNTY PARKS FUND	197.47 197.47
104495	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND 154-94 UNORGANIZED TOWNSHIP 155-94 UNORGANIZED TOWNSHIP	136,280.98 46,275.42 64,443.00 19,542.04 6,020.52
104496	DAKOTA DRUG CO GENERAL FUND	435.29 435.29
104497	DAKOTA DUST-TEX, INC GENERAL FUND	229.95 229.95
104498	DAKOTA FLUID POWER, INC. COUNTY ROAD & BRIDGE FUND	18.60 18.60
104499	DAKOTALAND AUTOGLASS, INC COUNTY ROAD & BRIDGE FUND	25.60 25.60
104500	DIXON/MOESHA GENERAL FUND	52.50 52.50
104501	ENERBASE GENERAL FUND COUNTY ROAD & BRIDGE FUND	31,777.84 1,313.09 30,464.75
104502	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	240,925.21 240,925.21
104503	FARMERS UNION OIL CO-WILTON GENERAL FUND	94.54 94.54
104504	FIRST AID SERVICES & SUPPLY COMPANY COUNTY ROAD & BRIDGE FUND	206.15 206.15
104505	FRITEL CONSTRUCTION, INC. COUNTY ROAD & BRIDGE FUND	20,666.55 20,666.55
104506	GALLS-QUARTERMASTER GENERAL FUND	103.91 103.91
104507	GRATECH COMPANY COUNTY ROAD & BRIDGE CAPITAL PROJECTS	454,409.89 454,409.89
104508	GREENLEE/SAMANTHA GENERAL FUND	35.00 35.00
104509	GUSTAFSONS SEPTIC SERVICE INC COUNTY ROAD & BRIDGE FUND	250.00 250.00
104510	H.A.THOMPSON & SONS INC GENERAL FUND	10,585.00 10,585.00
104511	HERC-U-LIFT, INC. COUNTY ROAD & BRIDGE FUND	1,789.31 1,789.31
104512	HOWIE TOWNSHIP GENERAL FUND	687.50 687.50
104513	INFORMATION TECHNOLOGY DEPT GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	6,740.77 3,300.23 3,440.54
104514	JERRY'S SEPTIC SERVICE COUNTY PARKS FUND	7,000.00 7,000.00

104515	JOB SERVICE OF NORTH DAKOTA GENERAL FUND	69.70 69.70
104516	JOHN DEERE FINANCIAL WEED CONTROL FUND	8.78 8.78
104517	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	1,551.27 902.56 531.03 36.83 80.85
104518	KRONOS SAASHR INC GENERAL FUND	750.92 750.92
104519	LANDRY/JOSEPH GENERAL FUND	93.75 93.75
104520	LANGUAGE LINE SERVICES, INC E 911 EMERGENCY/WIRELESS FUND	4.90 4.90
104521	MARSCHNER/KASSIDY GENERAL FUND	345.94 345.94
104522	MEIERS OIL INC COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	62,107.58 62,082.60 24.98
104523	MENARDS - MINOT COUNTY PARKS FUND	1,080.89 1,080.89
104524	MOUNTRAIL BUILDERS, INC. COUNTY PARKS FUND	58,866.00 58,866.00
104525	MOUNTRAIL CO ROAD DEPART COUNTY PARKS FUND 154-94 UNORGANIZED TOWNSHIP	24,193.24 11,882.00 12,311.24
104526	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	358.00 358.00
104527	ND ASSOCIATION OF COUNTIES E 911 EMERGENCY/WIRELESS FUND	1,662.40 1,662.40
104528	ND DEPT OF TRANSPORTATION WEED CONTROL FUND	11.50 11.50
104529	ND STATE RADIO COMMUNICATIONS GENERAL FUND	720.00 720.00
104530	NDAAO GENERAL FUND	420.00 420.00
104531	NDWCA WEED CONTROL FUND	750.00 750.00
104532	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	242.86 242.86
104533	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND	1,203.94 1,203.94
104534	NORTH DAKOTA APCO E 911 EMERGENCY/WIRELESS FUND	360.00 360.00
104535	NORTH PRAIRIE RURAL WATER DISTRICT COUNTY ROAD & BRIDGE FUND	92.19 92.19
104536	NORTHERN SAFETY TECHNOLOGY INC GENERAL FUND	144.37 144.37

104537	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
104538	NORTHWEST WATER WELL SERVICES COUNTY PARKS FUND	1,200.00 1,200.00
104539	NUTRIEN AG SOLUTIONS WEED CONTROL FUND	10,800.00 10,800.00
104540	O'REILLY AUTO PARTS WEED CONTROL FUND	14.96 14.96
104541	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	1,423.28 753.68 580.82 88.78
104542	ORTLOFF WATER DEPOT COUNTY ROAD & BRIDGE FUND	1,722.00 1,722.00
104543	OSBORN TOWNSHIP GENERAL FUND	687.50 687.50
104544	OTTER TAIL POWER COMPANY GENERAL FUND	998.67 998.67
104545	PALERMO TOWNSHIP GENERAL FUND	140.00 140.00
104546	PARSHALL TOWNSHIP GENERAL FUND	4,600.00 4,600.00
104547	PICTOMETRY INTERNATIONAL CORP. GENERAL FUND	62,724.38 62,724.38
104548	PINNACLE GENERAL FUND COUNTY ROAD & BRIDGE FUND	13,667.08 5,730.36 7,936.72
104549	PINNACLE-AGRONOMY DEPARTMENT WEED CONTROL FUND	444.00 444.00
104550	PITNEY BOWES GLOBAL FINANCIAL SERVICES GENERAL FUND	668.58 668.58
104551	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	199.94 199.94
104552	PRAIRIE FORD, INC. GENERAL FUND	64.61 64.61
104553	PRINGLE & HERIGSTAD, PC GENERAL FUND	286.00 286.00
104554	PROCONTROLS MIDWEST GENERAL FUND	843.07 843.07
104555	PROGRAMMING BROADCASTING, INC GENERAL FUND	798.00 798.00
104556	PURCHASE POWER GENERAL FUND	1,439.96 1,439.96
104557	R & J PUBLISHING LLC GENERAL FUND	13,720.00 13,720.00
104558	R & T WATER DISTRICT COUNTY PARKS FUND	115.20 115.20
104559	RDO EQUIPMENT CO	6,525.13

	COUNTY ROAD & BRIDGE FUND	6,525.13
104560	RECORD KEEPERS, LLC GENERAL FUND	32.00 32.00
104561	RISMON/JANE COUNTY ROAD & BRIDGE FUND	386.65 386.65
104562	ROSEN PLACE ON 8TH GENERAL FUND	237.50 237.50
104563	RTC NETWORKS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND COUNTY AGENT FUND WEED CONTROL FUND	14,044.25 5,826.06 7,704.95 383.24 87.24 42.76
104564	RYAN CHEVROLET WEED CONTROL FUND	49.20 49.20
104565	SAFARI FUELS #103 GENERAL FUND	1,302.07 1,302.07
104566	SATERMO TRUSTWORTHY HARDWARE COUNTY PARKS FUND	32.99 32.99
104567	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS COUNTY ROAD & BRIDGE FUND	190,366.04 15,754.39 174,611.65
104568	SAUNDERS CONTRACTING LLC COUNTY PARKS FUND	539.11 539.11
104569	SAVAGE WATER SOLUTIONS COUNTY ROAD & BRIDGE FUND	4,627.28 4,627.28
104570	SCHOCK'S SAFE & LOCK INC COUNTY ROAD & BRIDGE FUND	135.00 135.00
104571	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	168.00 168.00
104572	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	368.17 12.79 283.34 72.04
104573	STANLEY HARDWARE GENERAL FUND COUNTY ROAD & BRIDGE FUND	803.62 582.67 220.95
104574	STANLEY PROFESSIONAL BUILDING VETERAN'S SERVICE OFFICER FUND	650.00 650.00
104575	STATE TREASURER E 911 EMERGENCY/WIRELESS FUND	5,833.00 5,833.00
104576	STEINS INC GENERAL FUND COUNTY PARKS FUND	1,029.60 844.42 185.18
104577	SUMMIT FOOD SERVICE, LLC GENERAL FUND	5,649.66 5,649.66
104578	THE SIDWELL COMPANY GENERAL FUND	180.00 180.00
104579	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	180.59 180.59

104580	TRACTOR SUPPLY COMPANY	613.18
	COUNTY ROAD & BRIDGE FUND	68.03
	COUNTY PARKS FUND	99.12
	WEED CONTROL FUND	446.03
104581	TRINITY MEDICAL GROUP	253.00
	GENERAL FUND	253.00
104582	UNIFORM CENTER	110.00
	GENERAL FUND	110.00
104583	UNITED QUALITY COOPERATIVE	5,799.70
	GENERAL FUND	3,538.31
	COUNTY ROAD & BRIDGE FUND	495.90
	COUNTY PARKS FUND	1,765.49
104584	VERIZON CONNECT NWF, INC.	777.12
	COUNTY ROAD & BRIDGE FUND	777.12
104585	VERIZON WIRELESS	2,584.38
	GENERAL FUND	163.29
	COUNTY ROAD & BRIDGE FUND	1,339.73
	E 911 EMERGENCY/WIRELESS FUND	1,049.57
	WEED CONTROL FUND	31.79
104586	WARD COUNTY SHERIFF'S DEPT	30.00
	GENERAL FUND	30.00
104587	WARNE CHEMICAL & EQUIP CO	289.95
	WEED CONTROL FUND	289.95
104588	WEST CHATHAM WARNING DEVICES INC	385.00
	GENERAL FUND	385.00
104589	WEST DAKOTA WATER, LLC	2,000.00
	COUNTY ROAD & BRIDGE FUND	2,000.00
104590	WESTLIE TRUCK CENTER	5,343.04
	COUNTY ROAD & BRIDGE FUND	5,343.04
	FINAL TOTAL	\$ 5,574,847.10

3. APPOINTMENT SCHEDULED

9:15 A.M.

Chairman Ruland opened the 9:15 A.M. public hearing for the purpose of receiving comments on an amendment to zoning request, to rezone a tract of land from Agricultural to Rural Recreational filed by Earl R. & Janet A. Jensen Family Trust by Jeff Jensen as Successor Trustee for the purpose of bringing an existing campground into compliance on property described as Outlot 5 of Gov't Lot 4 of Section 22, Township 157 North, Range 90 West **(Clearwater Township)**.

Melissa Vachal, Planning & Zoning Administrator, presented the information from the June 27, 2022 Planning & Zoning Commission recommending to the Mountrail County Commissioners to approve zoning request filed by Earl R. & Janet A. Jensen Family Trust by Jeff Jensen as Successor Trustee.

Moved by Comm. Rice, seconded by Comm. Uran, to approve the zoning request filed by Earl R. & Janet A. Jensen Family Trust by Jeff Jensen as Successor Trustee for an amendment to change land zoned Agricultural to Rural Recreational for the purpose of bringing an existing campground into compliance on property described as Outlot 5 of Gov't Lot 4 of Section 22, Township 157 North, Range 90 West **(Clearwater Township)** as Earl R. and Janet A. Jensen Family Trust by Jeff Jensen as Successor Trustee have met all criteria as set forth in Article IV, Section III of the Mountrail County Zoning Ordinance and is further contingent upon Earl R. & Janet A. Jensen Family Trust by Jeff Jensen as Successor Trustee complying with all other terms and conditions of the Mountrail County Zoning Ordinance. Upon roll call, all present voted yes. Motion carried.

9:20 A.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the appointed officials' annual reviews. Chairman Ruland will help develop a survey monkey to help with the questionnaire for the employees

involved with the appointed officials.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve subscribing to the survey monkey totaling \$300 a year. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

9:25 A.M.

Kerriane Boetcher, Ward County Library Director met with the board to discuss the 2023 budget for the County Bookmobile. The 2023 budget request of \$40,320 is a 5% increase over this year's budget. Ward County Library Director Boetcher discussed the 12 stops located in Mountrail County.

9:35 A.M.

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

1. MWEC-UTILITY RELOCATION ESTIMATE FOR CR 9 PHASE II

Chris Meiers, MWEC met with the board to discuss the relocation of utilities on CR 9 Phase I and Phase II from ND 1804 to the White Earth Cottage Site. Mr. Meiers would like approval to proceed with utility relocation on the north end of the CR9 project from approximately 52nd St NW north to Highway 1804.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve signing the utility relocation for MWEC for CR 9 Phase I totaling \$455,000 not to exceed \$682,000. Upon roll call, Uran, Rice, Olson, Hollekim and Ruland voted yes. Motion carried.

2. CR 12/42ND AVE NW

Engineer Hennessy updated the board on the preliminary design from Sauber Engineering on CR 12 from CR 3 to Plaza Project #12(42)22 consisting of 7.6 miles of hot mix asphalt surfacing to be bid in February 2023.

3. CR 21 & PM2021

Engineer Hennessy presented the request from Sauber Engineering to increase the not to exceed value in the Agreement Amendment #2 for Sanish Hill Highway Safety Improvement Project on CR21.

Moved by Comm. Rice, seconded by Comm. Olson, to approve signing the Sauber Engineering Agreement Amendment #2 for Sanish Hill Project for an increase of \$5,000 not to exceed \$30,000. Upon roll call, Uran, Rice, Ruland, Hollekim and Olson voted yes. Motion carried.

Engineer Hennessy presented the request from Sauber Engineering to increase the not to exceed value in the Agreement Amendment #1 for Project SC-3100(021); Chip seals on CR 5, CR 14 and CR 17.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve signing the Sauber Engineering Agreement Amendment #1 for Project SC-3100(021); Chip seals on CR 5, CR 14 and CR 17 for an increase of \$9,000 not to exceed \$57,000. Upon roll call, Rice, Ruland, Olson, Hollekim and Uran voted yes. Motion carried.

4. PALERMO NORTH CULVERT EXTENSION

Moved by Comm. Olson, seconded by Comm. Uran, to approve the quote from Gratech Company LLC for a culvert extension on CR 3 totaling \$25,989. Upon roll call, Rice, Ruland, Hollekim, Uran and Olson voted yes. Motion carried.

5. MOWING NOTICE

Moved by Comm. Rice, seconded by Comm. Hollekim, to approve the publication of fall mowing deadlines with mowing operations to be completed by October 1, 2022 and the Road & Bridge Department beginning on August 8, 2022 on County and unorganized township roads. Upon roll call, all present voted yes. Motion carried.

6. FUEL POLICY

Engineer Hennessy presented the current bulk fuel bidders form. The Board discussed allowing solicitation for purchase of bulk fuel on an as-needed basis rather than using the current monthly solicitation process due to the fluctuation in fuel prices.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve Engineer Hennessy to use telephone solicitation in accordance to the ND Century Code (NDCC) 11-11-26 with solicitations for the purchase of bulk fuel being sought on an as-needed basis. Upon roll call, all present voted yes. Motion carried.

7. WHITE EARTH TOWNSHIP ASSISTANCE

Engineer Hennessy gave an update on the White Earth Township Assistance request for a culvert which will be presented at the next commissioner meeting.

8. TRAFFIC COUNT

Engineer Hennessy discussed the traffic counts along the county roads.

9. OVERWEIGHT

Wade Enget, State’s Attorney discussed the overweight provisions in ND Century Codes (NDCC) 39-12-17, 39-12-05 and 39-12-05.3 concerning the inability of prosecuting in District Court.

11:00 A.M.

Stephanie A. Pappa, Auditor reviewed the financials for 2022 and the budgets for the 2023 year.

4. ADJOURN

The Board adjourned at 12:58 P.M. to meet in special session on Monday, July 25, 2022 at 9:00 A.M. Accepted and approved this 2nd day of August, 2022.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor