Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, July 21, 2020 at 9:00 A.M. with GOTOMEETING with Commissioners Trudy Ruland, Joan Hollekim, Daniel Uran, Garry Jacobson and Wayne Olson present. Also present was States Attorney, Wade Enget.

Chairman Ruland called the meeting to order.

1. BUSINESS
2. AGENDA

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

1. MINUTES

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the minutes of the July 7, 2020 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the special minutes of July 20, 2020 as corrected. Upon roll call, all present voted yes. Motion carried

1. BILLS

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the bills totaling $2,875,697.73. Upon roll call, Hollekim, Jacobson, Uran, 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.)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **APPROVED 07/21/2020 - PAYMENT 07/21/2020** | | | | | | |
|  |  |  |  |  |  |  |
| **Warrant #** |  |  | **Vendor Name** | **Warrant Total** |  |  |
|  |  |  |  |  |  |  |
| 99298 |  |  | AMERIPRIDE LINEN & APPAREL SERVICES | 726.63 |  |  |
|  |  |  | GENERAL FUND | 434.04 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 292.59 |  |  |
|  |  |  |  |  |  |  |
| 99299 |  |  | ARMOR INTERACTIVE | 18,004.42 |  |  |
|  |  |  | GENERAL FUND | 17,464.42 |  |  |
|  |  |  | DOCUMENT PRESERVATION FUND | 540.00 |  |  |
|  |  |  |  |  |  |  |
| 99300 |  |  | BATTERIES PLUS BULBS #639 | 47.25 |  |  |
|  |  |  | GENERAL FUND | 47.25 |  |  |
|  |  |  |  |  |  |  |
| 99301 |  |  | BBH INSURANCE, INC | 177,822.00 |  |  |
|  |  |  | GENERAL FUND | 177,822.00 |  |  |
|  |  |  |  |  |  |  |
| 99302 |  |  | BECHTOLD PAVING INC | 1,370,459.97 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 1,370,459.97 |  |  |
|  |  |  |  |  |  |  |
| 99303 |  |  | BHG INC | 1,163.86 |  |  |
|  |  |  | GENERAL FUND | 1,163.86 |  |  |
|  |  |  |  |  |  |  |
| 99304 |  |  | BLUE CROSS BLUE SHIELD | 54.00 |  |  |
|  |  |  | GENERAL FUND | 54.00 |  |  |
|  |  |  |  |  |  |  |
| 99305 |  |  | BORDER PLAINS EQUIPMENT LLC. | 48,000.00 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 48,000.00 |  |  |
|  |  |  |  |  |  |  |
| 99306 |  |  | BRAD'S HARDWARE HANK | 31.90 |  |  |
|  |  |  | COUNTY PARKS FUND | 31.90 |  |  |
|  |  |  |  |  |  |  |
| 99307 |  |  | CDW GOVERNMENT | 945.78 |  |  |
|  |  |  | GENERAL FUND | 945.78 |  |  |
|  |  |  |  |  |  |  |
| 99308 |  |  | CENTRAL SPECIALTIES, INC. | 862,596.87 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 862,596.87 |  |  |
|  |  |  |  |  |  |  |
| 99309 |  |  | CHARM-TEX, INC. | 205.60 |  |  |
|  |  |  | GENERAL FUND | 205.60 |  |  |
|  |  |  |  |  |  |  |
| 99310 |  |  | CITY OF NEW TOWN | 50.00 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 50.00 |  |  |
|  |  |  |  |  |  |  |
| 99311 |  |  | CITY OF POWERS LAKE | 1,172.43 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 1,172.43 |  |  |
|  |  |  |  |  |  |  |
| 99312 |  |  | COUNTIES PROVIDING TECHNOLOGY | 3,453.88 |  |  |
|  |  |  | GENERAL FUND | 3,453.88 |  |  |
|  |  |  |  |  |  |  |
| 99313 |  |  | CULLIGAN WATER CONDITIONING | 175.00 |  |  |
|  |  |  | COUNTY PARKS FUND | 175.00 |  |  |
|  |  |  |  |  |  |  |
| 99314 |  |  | D & L CONSTRUCTION, INC | 35,919.80 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 20,361.98 |  |  |
|  |  |  | 153-93 UNORGANIZED TOWNSHIP | 15,557.82 |  |  |
|  |  |  |  |  |  |  |
| 99315 |  |  | DAKOTA FIRE EXTINGUISHERS, INC. | 343.75 |  |  |
|  |  |  | WEED CONTROL FUND | 343.75 |  |  |
|  |  |  |  |  |  |  |
| 99316 |  |  | DEANS DISTRIBUTING | 184.76 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 184.76 |  |  |
|  |  |  |  |  |  |  |
| 99317 |  |  | DUSTBUSTERS, INC. | 88,600.50 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 88,600.50 |  |  |
|  |  |  |  |  |  |  |
| 99318 |  |  | ELECTION SYSTEMS & SOFTWARE INC | 5,222.77 |  |  |
|  |  |  | GENERAL FUND | 5,222.77 |  |  |
|  |  |  |  |  |  |  |
| 99319 |  |  | ELECTRONICS COMMUNICATIONS INC | 900.00 |  |  |
|  |  |  | E 911 EMERGENCY/WIRELESS FUND | 900.00 |  |  |
|  |  |  |  |  |  |  |
| 99320 |  |  | FARMERS UNION OIL CO-PLAZA | 10,044.56 |  |  |
|  |  |  | GENERAL FUND | 502.30 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 9,542.26 |  |  |
|  |  |  |  |  |  |  |
| 99321 |  |  | FIRST DISTRICT HEALTH UNIT | 100.00 |  |  |
|  |  |  | COUNTY PARKS FUND | 100.00 |  |  |
|  |  |  |  |  |  |  |
| 99322 |  |  | GAFFANEYS OF MINOT INC | 76.09 |  |  |
|  |  |  | GENERAL FUND | 76.09 |  |  |
|  |  |  |  |  |  |  |
| 99323 |  |  | H.A.THOMPSON & SONS INC | 9,980.00 |  |  |
|  |  |  | GENERAL FUND | 9,980.00 |  |  |
|  |  |  |  |  |  |  |
| 99324 |  |  | JERRY'S SEPTIC SERVICE | 16,200.00 |  |  |
|  |  |  | COUNTY PARKS FUND | 16,200.00 |  |  |
|  |  |  |  |  |  |  |
| 99325 |  |  | JPMORGAN CHASE BANK NA | 1,815.92 |  |  |
|  |  |  | GENERAL FUND | 1,417.16 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 87.98 |  |  |
|  |  |  | COUNTY AGENT FUND | 60.00 |  |  |
|  |  |  | WEED CONTROL FUND | 250.78 |  |  |
|  |  |  |  |  |  |  |
| 99326 |  |  | JUMA/SAMMY | 700.00 |  |  |
|  |  |  | COUNTY PARKS FUND | 700.00 |  |  |
|  |  |  |  |  |  |  |
| 99327 |  |  | KRONOS SAASHR INC | 700.90 |  |  |
|  |  |  | GENERAL FUND | 700.90 |  |  |
|  |  |  |  |  |  |  |
| 99328 |  |  | LARSON'S TIRE SERVICE | 454.00 |  |  |
|  |  |  | WEED CONTROL FUND | 454.00 |  |  |
|  |  |  |  |  |  |  |
| 99329 |  |  | LONETREE ENERGY & ASSOCIATES | 2,000.00 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 2,000.00 |  |  |
|  |  |  |  |  |  |  |
| 99330 |  |  | LOWE'S PRINTING INC | 465.25 |  |  |
|  |  |  | COUNTY PARKS FUND | 465.25 |  |  |
|  |  |  |  |  |  |  |
| 99331 |  |  | MBI ENERGY SERVICES | 1,000.00 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 1,000.00 |  |  |
|  |  |  |  |  |  |  |
| 99332 |  |  | MCKESSON MEDICAL-SURGICAL | 49.37 |  |  |
|  |  |  | GENERAL FUND | 49.37 |  |  |
|  |  |  |  |  |  |  |
| 99333 |  |  | MEIERS OIL INC | 2,406.00 |  |  |
|  |  |  | GENERAL FUND | 1,335.05 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | -3,605.19 |  |  |
|  |  |  | WEED CONTROL FUND | 4,676.14 |  |  |
|  |  |  |  |  |  |  |
| 99334 |  |  | MENARDS - MINOT | 25.98 |  |  |
|  |  |  | COUNTY PARKS FUND | 25.98 |  |  |
|  |  |  |  |  |  |  |
| 99335 |  |  | MIDSTATE TELEPHONE CO | 4,014.37 |  |  |
|  |  |  | GENERAL FUND | 3,826.85 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 116.35 |  |  |
|  |  |  | COUNTY AGENT FUND | 38.95 |  |  |
|  |  |  | WEED CONTROL FUND | 32.22 |  |  |
|  |  |  |  |  |  |  |
| 99336 |  |  | MONARCH PRODUCTS COMPANY | 4,465.00 |  |  |
|  |  |  | COUNTY PARKS FUND | 4,465.00 |  |  |
|  |  |  |  |  |  |  |
| 99337 |  |  | MYRTLE TOWNSHIP | 9,340.00 |  |  |
|  |  |  | GENERAL FUND | 9,340.00 |  |  |
|  |  |  |  |  |  |  |
| 99338 |  |  | NAPA | 204.63 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 204.63 |  |  |
|  |  |  |  |  |  |  |
| 99339 |  |  | NAPA AUTO PARTS | 74.17 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 74.17 |  |  |
|  |  |  |  |  |  |  |
| 99340 |  |  | ND DEPT. OF ENVIRONMENTAL QUALITY | 400.00 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 400.00 |  |  |
|  |  |  |  |  |  |  |
| 99341 |  |  | ND ENVELOPE COMPANY | 350.00 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 350.00 |  |  |
|  |  |  |  |  |  |  |
| 99342 |  |  | ND STATE RADIO COMMUNICATIONS | 720.00 |  |  |
|  |  |  | GENERAL FUND | 720.00 |  |  |
|  |  |  |  |  |  |  |
| 99343 |  |  | NDACO RESOURCES GROUP | 50.00 |  |  |
|  |  |  | GENERAL FUND | 50.00 |  |  |
|  |  |  |  |  |  |  |
| 99344 |  |  | NEWMAN TRAFFIC SIGNS | 402.22 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 402.22 |  |  |
|  |  |  |  |  |  |  |
| 99345 |  |  | NORTH AMERICAN TRAILER SALES, LTD | 144.76 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 144.76 |  |  |
|  |  |  |  |  |  |  |
| 99346 |  |  | NORTH COUNTRY SPORTSWEAR INC | 320.00 |  |  |
|  |  |  | WEED CONTROL FUND | 320.00 |  |  |
|  |  |  |  |  |  |  |
| 99347 |  |  | NORTHWEST COMMUNICATIONS COOP | 129.00 |  |  |
|  |  |  | E 911 EMERGENCY/WIRELESS FUND | 129.00 |  |  |
|  |  |  |  |  |  |  |
| 99348 |  |  | NUTRIEN AG SOLUTIONS | 10,224.00 |  |  |
|  |  |  | WEED CONTROL FUND | 10,224.00 |  |  |
|  |  |  |  |  |  |  |
| 99349 |  |  | OFFICE DEPOT INC | 604.08 |  |  |
|  |  |  | GENERAL FUND | 506.55 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 19.50 |  |  |
|  |  |  | COUNTY AGENT FUND | 19.50 |  |  |
|  |  |  | WEED CONTROL FUND | 58.53 |  |  |
|  |  |  |  |  |  |  |
| 99350 |  |  | ORTLOFF WATER DEPOT | 714.00 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 714.00 |  |  |
|  |  |  |  |  |  |  |
| 99351 |  |  | OTTER TAIL POWER COMPANY | 75.42 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 75.42 |  |  |
|  |  |  |  |  |  |  |
| 99352 |  |  | PEARL VALLEY OILFIELD SERVICE & RENTALS | 65.00 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 65.00 |  |  |
|  |  |  |  |  |  |  |
| 99353 |  |  | PINNACLE | 1,741.61 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 131.82 |  |  |
|  |  |  | WEED CONTROL FUND | 1,609.79 |  |  |
|  |  |  |  |  |  |  |
| 99354 |  |  | PRAIRIE FORD, INC. | 36,077.32 |  |  |
|  |  |  | GENERAL FUND | 36,077.32 |  |  |
|  |  |  |  |  |  |  |
| 99355 |  |  | PRINGLE & HERIGSTAD, PC | 312.00 |  |  |
|  |  |  | GENERAL FUND | 312.00 |  |  |
|  |  |  |  |  |  |  |
| 99356 |  |  | QUADIENT FINANCE USA INC | 700.00 |  |  |
|  |  |  | GENERAL FUND | 700.00 |  |  |
|  |  |  |  |  |  |  |
| 99357 |  |  | R & T WATER DISTRICT | 81.51 |  |  |
|  |  |  | COUNTY PARKS FUND | 81.51 |  |  |
|  |  |  |  |  |  |  |
| 99358 |  |  | RDO EQUIPMENT CO | 10,073.09 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 10,073.09 |  |  |
|  |  |  |  |  |  |  |
| 99359 |  |  | RECORD KEEPERS, LLC | 16.00 |  |  |
|  |  |  | GENERAL FUND | 16.00 |  |  |
|  |  |  |  |  |  |  |
| 99360 |  |  | RESERVATION TELEPHONE | 3,304.51 |  |  |
|  |  |  | GENERAL FUND | 2,908.09 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 116.87 |  |  |
|  |  |  | COUNTY PARKS FUND | 279.55 |  |  |
|  |  |  |  |  |  |  |
| 99361 |  |  | ROSS TOWNSHIP | 12,880.00 |  |  |
|  |  |  | GENERAL FUND | 12,880.00 |  |  |
|  |  |  |  |  |  |  |
| 99362 |  |  | RYAN GMC | 157.50 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 157.50 |  |  |
|  |  |  |  |  |  |  |
| 99363 |  |  | SAUBER ENGINEERING, INC | 76,981.95 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 76,981.95 |  |  |
|  |  |  |  |  |  |  |
| 99364 |  |  | SAVAGE WATER SOLUTIONS | 2,175.57 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 2,175.57 |  |  |
|  |  |  |  |  |  |  |
| 99365 |  |  | SOURIS RIVER TELECOMMUNICATIONS | 94.50 |  |  |
|  |  |  | E 911 EMERGENCY/WIRELESS FUND | 94.50 |  |  |
|  |  |  |  |  |  |  |
| 99366 |  |  | SRF CONSULTING GROUP, INC | 1,189.46 |  |  |
|  |  |  | GENERAL FUND | 1,189.46 |  |  |
|  |  |  |  |  |  |  |
| 99367 |  |  | STANLEY AUTO & TRUCK | 268.30 |  |  |
|  |  |  | WEED CONTROL FUND | 268.30 |  |  |
|  |  |  |  |  |  |  |
| 99368 |  |  | STANLEY PROFESSIONAL BUILDING | 650.00 |  |  |
|  |  |  | VETERAN'S SERVICE OFFICER FUND | 650.00 |  |  |
|  |  |  |  |  |  |  |
| 99369 |  |  | STAPLES, INC. AND SUBSIDARIES | 64.81 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 64.81 |  |  |
|  |  |  |  |  |  |  |
| 99370 |  |  | STATE TREASURER | 3,000.00 |  |  |
|  |  |  | GENERAL FUND | 3,000.00 |  |  |
|  |  |  |  |  |  |  |
| 99371 |  |  | STEINS INC | 1,223.50 |  |  |
|  |  |  | GENERAL FUND | 834.30 |  |  |
|  |  |  | COUNTY PARKS FUND | 389.20 |  |  |
|  |  |  |  |  |  |  |
| 99372 |  |  | SUMMIT FOOD SERVICE, LLC | 4,032.39 |  |  |
|  |  |  | GENERAL FUND | 4,032.39 |  |  |
|  |  |  |  |  |  |  |
| 99373 |  |  | THOMSON REUTERS-WEST PUBLISHING CORP. | 163.80 |  |  |
|  |  |  | GENERAL FUND | 163.80 |  |  |
|  |  |  |  |  |  |  |
| 99374 |  |  | TONY'S TRANSFER | 36.00 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 36.00 |  |  |
|  |  |  |  |  |  |  |
| 99375 |  |  | TRUENORTH STEEL | 21,021.30 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 21,021.30 |  |  |
|  |  |  |  |  |  |  |
| 99376 |  |  | UNITED QUALITY COOPERATIVE | 367.46 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 367.46 |  |  |
|  |  |  |  |  |  |  |
| 99377 |  |  | VERIZON WIRELESS | 1,712.66 |  |  |
|  |  |  | GENERAL FUND | 81.53 |  |  |
|  |  |  | COUNTY ROAD & BRIDGE FUND | 321.85 |  |  |
|  |  |  | E 911 EMERGENCY/WIRELESS FUND | 1,277.14 |  |  |
|  |  |  | WEED CONTROL FUND | 32.14 |  |  |
|  |  |  |  |  |  |  |
| 99378 |  |  | WARNE CHEMICAL & EQUIP CO | 2,593.40 |  |  |
|  |  |  | WEED CONTROL FUND | 2,593.40 |  |  |
|  |  |  |  |  |  |  |
| 99379 |  |  | WESTERN BUILDERS INC. | 83.20 |  |  |
|  |  |  | WEED CONTROL FUND | 83.20 |  |  |
|  |  |  |  |  |  |  |
| 99380 |  |  | WOLD/MARIE | 300.00 |  |  |
|  |  |  | GENERAL FUND | 300.00 |  |  |
|  |  |  |  |  |  |  |
|  |  |  | **FINAL TOTAL** | **$ 2,875,697.73** |  |  |

1. FEES

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the fees for the Recorders Office for June 2020. Upon roll call, Olson, Hollekim, Uran, Jacobson, and Ruland voted yes. Motion carried.

1. TRANSFER

Moved by Comm. Jacobson, seconded by Comm. Uran, to approve the annual transfer for policing totaling $3,000 from the County Park Fund to the General Fund. Upon roll call, Olson, Ruland, Jacobson, Hollekim, and Uran voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Hollekim, to approve the transfer for uniform permits for dates April 1, 2020 to June 30, 2020 totaling $1,131,816.85 from General Fund to County Road & Bridge Fund. Upon roll call, Uran, Olson, Ruland, Jacobson and Hollekim voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the transfer for overweight fines for dates April 1, 2020 to June 30, 2020 totaling $8,200 from General Fund to County Road & Bridge Fund. Upon roll call, Hollekim, Uran, Olson, Ruland, and Jacobson voted yes. Motion carried.

1. PAYROLL

Discussion was held on a step increase for Randy Watson with the hire date from December 2018. Nichole Degenstein, Human Resource Director stated this would be a promotion and would be able to increase the steps up to five years on the salary step increase chart. The Employee Manual Policy doesn’t specify so this will go to the Human Resource Advisory Committee Board. This will be presented to the board in August.

1. AMICUS BRIEF

Discussion was held on the email from Geoff Simon on the entities involvement with the Western Dakota Energy Association’s amicus brief in regards to the shutdown of the Dakota Access Pipeline.

1. BOARD CONCERNS

Comm. Olson gave an update on the Plaza Shop. Discussion was held on the County Buildings security manual and the emergency evacuation plan; the committee will continue to look into. Comm. Ruland stated a replacement will need to be looked at for the Director position with Job Development Association Board.

1. APPOINTMENT SCHEDULED

9:30 A.M.

Chairman Ruland opened the public hearing for the Mountrail County Housing Roof Replacement grant.

Moved by Comm. Hollekim, seconded by Comm. Olson, to open the hearing for the Mountrail County Housing Roof Replacement Grant. Upon roll call, all present voted yes.

No one appeared and no comments.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve closing the Mountrail County Housing Roof Replacement Hearing. Upon roll call, all present voted yes. Motion carried.

9:35 A.M.

Wade Enget, State’s Attorney discussed the proposed Mountrail County Employee Handbook Procurement Policy for Goods and Services. Also present were Traci Hysjulien, Nichole Degenstein, Lori Hanson, Melissa Vachal, Corey Bristol, Jana Hennessy, Desiree Sorenson, Lynette Vachal, Karen Babbitt and Mary Trahan.

The consensus is the dollar level is way too low for the procurement policy. State’s Attorney Enget discussed suggested exclusions brought forward by Comm. Hollekim as follows 1) Sole vendor providing good or services 2) Emergency purchases approved by the Board of Commissioners 3) Budgeted computer software purchases for existing programs 4) Budgeted computer hardware purchases 5) Waivers to policy approved by the Board of Commissioners and 6) Using State bid (OMB) in lieu of. State’s Attorney Enget stated this policy has the ability for Department Heads to be able to ask for a waiver. Comm. Ruland stated the policy is being implemented to use the counties money wisely. Comm. Uran stated why implement a policy if we have a waiver mechanism. Comm. Uran also doesn’t like the term bid rather than the quote. State’s Attorney Enget stated a draft will be completed and sent to all Department Heads for comments. More discussion will be held at the August 18th, 2020 Commissioner Meeting.

10:00 A.M.

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

1. HDR/CR 19 DESIGN OPTION

Matthew Huettl with HDR Engineering presented three different design options for CR 19, south of New Town. Engineer Hennessy recommended AET-2 option which includes a 5” HBP with 6” class 5 base and 8” cement stabilized subgrade.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve going forward with AET-2 Option #3 on CR 19, south of New Town at an estimated cost of $567,767.75 per mile. Upon roll call, Ruland, Olson, Uran, Jacobson, and Hollekim voted yes. Motion carried.

1. CR 9 101st AVE NW/SUBSTANTIAL COMPLETION

Moved by Comm. Uran, seconded by Comm. Olson, to approve signing the certificate of substantial completion for 101st Ave NW, CR 9 pending the punch list. Upon roll call, Olson, Hollekim, Uran, Ruland, and Jacobson voted yes. Motion carried.

1. 36TH ENERGY INFRASTRUCTURE GRANT REIMBURSEMENT REQUEST

Engineer Hennessy discussed the 36th St NW cement stabilization and graveling grant reimbursement.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve and submit the Grant Reimbursement Request Form for 36th St NW to the Energy Infrastructure and Impact Office for reimbursement of $41,350. Upon roll call, Olson, Jacobson, Uran, Hollekim and Ruland voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to review and approve the cost sharing and reimbursement request from Howie, Osborn, Big Bend and Unorganized Township 152-93 on 36th St NW. Upon roll call, Hollekim, Ruland, Olson, Jacobson, and Uran voted yes. Motion carried.

1. CR 6 DRAINAGE ISSUE

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the culvert replacement quote in the amount of $26,633.20 for CR 6 in Section 29 in White Earth Township from North Forty Construction LLC. contingent on bid being all inclusive. Upon roll call, Hollekim, Ruland, Jacobson, Uran, and Olson voted yes. Motion carried.

1. PLAZA PAVEMENT DAMAGES / REPAIRS

Engineer Hennessy stated she did speak with Brosz Engineering and they did do a one call when the project was done. The curb stop had been paved over two times. Discussion was held on the agreement signed on June 18, 1968 between the City of Plaza and the State of ND. The road was fixed but in the future repairs should be coordinated between the City of Plaza and County. A letter will be sent to the City of Plaza with the concerns.

1. CR 3-76th AVE NW/BASIC DATA BOOK

Engineer Hennessy discussed the updated basic data book for CR 3-76th Ave NW.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve setting the fee for right of way easement for CR 3, 76th Ave NW, as follows: cropland in the amount of $2,300 per acre, pasture at $1,600 per acre and temporary at $125 per acre. Upon roll call, Ruland, Uran, Olson, Hollekim and Jacobson voted yes. Motion carried.

1. CONSTRUCTION UPDATE

Engineer Hennessy gave an update on the construction projects.

8. MISCELLANEOUS

Comm. Hollekim questioned the internal hiring being conducted by the Road & Bridge Department and wondered if a promotion rather than an internal hiring should have been considered. The Human Resources Advisory Committee will discuss the Mountrail County Policy #110 Hiring Policy relating to internal hiring and Policy #103 Employee Relations and Job Classifications relating to promotions. Comm. Hollekim, Comm. Olson and Comm. Ruland received some concerns from constituents on the mowing of the ditches. Comm. Olson stated he would like to move the mowing start date to July 15th for next year’s policy.

11:00 A.M.

Laurie Johnson, Correctional Administrator gave an update on the US Marshall Service request. The US Marshall Service is requesting Mountrail County to house prisoners. Administrator Johnson stated would like to do a trial run for 6 months. The board approved of working with the US Marshall Service.

11:05 A.M.

Nichole Degenstein, Human Resource Director met with the board concerning a complaint letter on the Road & Bridge Department. Director Degenstein also mentioned the resignation letter from Heidi Kory, Planning and Zoning Administrator effective July 31, 2020. The Board approved sending a letter of apology to the constituent that made the complaint against the Road & Bridge Department.

Director Degenstein also mentioned the resignation letter from Heidi Kory, Planning and Zoning Administrator effective July 31, 2020. Present for discussion was Heidi Kory, Planning and Zoning Administrator. Administrator Heidi Kory stated she would be willing to temporarily help train.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the resignation of Heidi Kory effective July 31st, 2020. Upon roll call, all present voted yes. Motion carried.

Comm. Ruland stated she thinks the best process is to advertise publicly. Comm. Hollekim suggested that the hiring Committee should have an emergency meeting on how to move forward as there was another applicant. Corey Bristol, Sheriff suggested merging the DES/P&Z Department back together. Stephanie A. Pappa, Auditor suggested another department take over the Planning and Zoning Department that have the capability to take over the P&Z to save on the budgets.

11:15 A.M.

Discussion was held with Departments Heads concerning the COVID-19 and the plan and policy moving forward. Present for the discussion were Corey Bristol, Jana Hennessy, Mary Trahan, Traci Hysjulien, Nichole Degenstein, Karen Babbitt, Melissa Vachal, Lori Hanson, Desiree Sorenson, Laurie Johnson, Lisa Lapica, and Lynette Vachal. The commissioners reviewed the working remotely listing. Comm. Hollekim expressed her satisfaction on how COVID-19 issues has been handled throughout the County Buildings. Discussion was held on what has been implemented into the offices to get the people working remotely back into offices.

11:30 A.M.

Karen Babbitt, Building Supervisor gave an update on all the necessary improvements to the buildings. Supervisor Babbitt stated an air conditioner went out in the Tax Director’s Office and wondering how many of the old air conditioners should be replaced. The fresh air component and air handling system is being looked at to be implemented on the old side of the courthouse due to the COVID-19. The Board suggested fixing what is broken currently.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve moving forward with the defective air conditioner replacements up to $25,000 and evaluate the others. Upon roll call, Ruland, Hollekim, Olson and Uran voted yes and Jacobson voted no. Motion carried.

Supervisor Babbitt gave an update on the striping in the parking lots at the Courthouse.

Supervisor Babbitt stated that Mercer Engineering has retired. Supervisor Babbitt wondered if the portfolio done on the Memorial Building from 2015 could still be utilized.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve soliciting for an architect to determine what improvements need to be done on the Memorial Building. Upon roll call, Ruland, Uran, Olson, Hollekim and Jacobson vote yes. Motion carried.

Discussion was held on the flooring at the South Complex. Supervisor Babbitt will receive some more quotes for the flooring.

12:00 P.M.

Stephanie A. Pappa, Auditor went through the 2021 budgets for the County.

4. ADJOURN

The Board adjourned at 2:00 P.M. to meet in regular session on Tuesday, August 4, 2020 at 9:00 A.M. Accepted and approved this 4th day of August, 2020.

Trudy Ruland, Chairman Stephanie A. Pappa

Mountrail County Commissioner Mountrail County Auditor