

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, July 5, 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. Olson, seconded by Comm. Rice, 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. Hollekim, to approve the minutes of the June 21, 2022 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the April & May fees for the Recorders Office, March & April fees for the Planning & Zoning Office and Overweight Fines through 06/30/2022. Upon roll call, Uran, Rice, Ruland, 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. Uran, seconded by Comm. Rice, to approve the sick/vacation leave for appointed officials for period 5/15/2022 to 6/18/2022. Upon roll call, Rice, Hollekim, Ruland, Uran and Olson voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the salary increase form for a promotion for Heidi Mulholland as an Administrative Assistant III with Human Services to the amount of \$3,869.52 per month/\$46,434.24 per year effective July 1, 2022. Upon roll call, Ruland, Hollekim, Rice, Uran and Olson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the regular full-time employee classification for Paige Olson Cramer as an Administrative Assistant with Human Services in the amount of \$3,500 per month/\$42,000 per year. Upon roll call, Rice, Ruland, Uran, Hollekim and Olson voted yes. Motion carried.

E. TRANSFER

Comm. Hollekim stated the policing transfer from the park board to the General is no longer needed because of the substantial fund balance in the General Fund.

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

F. OPIOID

Moved by Comm. Olson, seconded by Comm. Rice, to approve signing the allocation settlement payment for the Opioid settlement and to create the portal entry. Upon roll call, all present voted yes. Motion carried.

G. GRASSHOPPER SPRAYING

Discussion was held on the grasshopper issues around the county. Jim Hennessy, Weed Control Administrator stated the Weed Control Department have never sprayed for grasshoppers. Weed Control Administrator Hennessy stated the grasshopper problem is very spotty in the county. The few people that have corresponded would like the section lines sprayed by the county. The Commissioners agreed to first

have the townships investigate to spray the township section lines and contact the Department of Agriculture to see if cost assistance is available.

H. BILLS

Moved by Comm. Rice, seconded by Comm. Olson, to approve the bills totaling \$764,869.26 and June payroll, checks #11420-11437, direct deposits #16326-16506 totaling \$1,131,107.88. Upon roll call, Uran, Hollekim, Ruland, Rice 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 07/05/2022 - PAYMENT 07/05/2022

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
104370	A&W TOWING & RECOVERY, INC. GENERAL FUND	250.00 250.00
104371	ACKERMAN ESTVOLD COUNTY ROAD & BRIDGE FUND	39,665.44 39,665.44
104372	ACME TOOLS COUNTY ROAD & BRIDGE FUND	132.20 132.20
104373	ADVANCED BUSINESS METHODS GENERAL FUND	522.47 522.47
104374	ARAMARK UNIFORM SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	536.09 357.06 179.03
104375	AXON ENTERPRISE, INC. GENERAL FUND	348.92 348.92
104376	BLUE CROSS BLUE SHIELD COBRA GENERAL FUND	340.80 340.80
104377	BOB HAYES ADDICTION SERVICES HUMAN SERVICE ZONE	4,170.00 4,170.00
104378	BOGERT/SUSAN GENERAL FUND	60.00 60.00
104379	BORDER PLAINS EQUIPMENT LLC. COUNTY PARKS FUND	466.80 466.80
104380	BRAD'S HARDWARE HANK COUNTY PARKS FUND	99.89 99.89
104381	BRAVERA BANK GENERAL FUND HUMAN SERVICE ZONE	1,900.91 356.61 1,544.30
104382	BURKE COUNTY TRIBUNE HUMAN SERVICE ZONE	84.00 84.00
104383	BURKE TOWNSHIP 2019 FLOOD DISASTER FUND	456.88 456.88
104384	CHARM-TEX, INC. GENERAL FUND	199.60 199.60
104385	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	7,068.74 398.75 272.50 6,397.49
104386	CITY OF STANLEY GENERAL FUND	3,651.48 3,651.48

104387	COLE PAPER INC. GENERAL FUND	504.12 504.12
104388	CORPORATE TRANSLATION SERVICES INC HUMAN SERVICE ZONE	63.10 63.10
104389	CREATIVE CONCRETE COUNTY ROAD & BRIDGE FUND	10,713.00 10,713.00
104390	CRUMMIE/KAITLYN HUMAN SERVICE ZONE	613.08 613.08
104391	CUPS DRUG TESTING & OCCUPATIONAL HEALTH HUMAN SERVICE ZONE	365.00 365.00
104392	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	55,993.45 52,648.45 3,345.00
104393	DAKOTA FIRE EXTINGUISHERS, INC. GENERAL FUND	79.52 79.52
104394	DAKOTA PROPERTY INSPECTION LLC COUNTY ROAD & BRIDGE FUND	800.00 800.00
104395	DAKOTALAND AUTOGLASS, INC COUNTY ROAD & BRIDGE FUND	1,885.10 1,885.10
104396	DANKS/LISA HUMAN SERVICE ZONE	22.40 22.40
104397	EAPC ARCHITECTS ENGINEERS GENERAL FUND	3,993.04 3,993.04
104398	EDWARDS/REBECCA HUMAN SERVICE ZONE	32.76 32.76
104399	ENGET/WADE GENERAL FUND	128.70 128.70
104400	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	217,622.37 217,622.37
104401	FARMERS UNION LUMBER CO GENERAL FUND	175.60 175.60
104402	FARMERS UNION OIL CO-WATFORD CITY HUMAN SERVICE ZONE	758.95 758.95
104403	FEIRING/CINDY GENERAL FUND	1,000.00 1,000.00
104404	FENSTER/KAYLA HUMAN SERVICE ZONE	799.11 799.11
104405	FIRST AID SERVICES & SUPPLY COMPANY COUNTY ROAD & BRIDGE FUND	176.25 176.25
104406	FRITEL CONSTRUCTION, INC. COUNTY ROAD & BRIDGE FUND	47,728.50 47,728.50
104407	GAFFANEYS OF MINOT INC GENERAL FUND	401.43 401.43
104408	GILBERTSON/HEATHER HUMAN SERVICE ZONE	38.35 38.35
104409	GLOBAL SAFETY NETWORK, INC GENERAL FUND HUMAN SERVICE ZONE	94.00 47.00 47.00

104410	GRILLEY/CANDICE HUMAN SERVICE ZONE	90.65 90.65
104411	H.A.THOMPSON & SONS INC GENERAL FUND	232.60 232.60
104412	HERMANSON/NANCY HUMAN SERVICE ZONE	252.99 252.99
104413	HOMETOWN RADIO GROUP HUMAN SERVICE ZONE	798.00 798.00
104414	INFORMATION SYSTEMS CORP GENERAL FUND	10,357.00 10,357.00
104415	INFORMATION TECHNOLOGY DEPT HUMAN SERVICE ZONE	55.00 55.00
104416	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	42.58 42.58
104417	JPMORGAN CHASE BANK NA GENERAL FUND HUMAN SERVICE ZONE	1,222.29 114.96 1,107.33
104418	KINNEY/SHELLY HUMAN SERVICE ZONE	447.30 447.30
104419	LABAR/JUSTIN GENERAL FUND	56.91 56.91
104420	LARSON'S TIRE SERVICE GENERAL FUND	1,528.68 1,528.68
104421	LEITH/TRENT WEED CONTROL FUND	6.88 6.88
104422	LOMMEN/ORVIN HUMAN SERVICE ZONE	1,320.00 1,320.00
104423	LOSTWOOD TOWNSHIP 2019 FLOOD DISASTER FUND	1,042.80 1,042.80
104424	LOWE'S GARDEN CENTER & FLORAL COUNTY PARKS FUND	25,352.75 25,352.75
104425	LOWE'S PRINTING INC COUNTY PARKS FUND	428.57 428.57
104426	LOWLAND TOWNSHIP 2019 FLOOD DISASTER FUND	3,238.60 3,238.60
104427	LUTTRELL/JANETTE HUMAN SERVICE ZONE	44.80 44.80
104428	MARQUART/ ANDREW S. GENERAL FUND	198.00 198.00
104429	MARTINDALE/KELSIE HUMAN SERVICE ZONE	171.50 171.50
104430	MEIERS/GLENNA GENERAL FUND	71.54 71.54
104431	MENARDS - MINOT COUNTY PARKS FUND	175.75 175.75
104432	MONTANA DAKOTA UTILITIES CO GENERAL FUND	10,595.90 10,595.90

104433	HUMAN SERVICE ZONE	187.68
	HUMAN SERVICE ZONE	187.68
104434	MOUNTRAIL WILLIAMS ELECTRIC COOP	4,644.22
	COUNTY ROAD & BRIDGE FUND	154.31
	COUNTY PARKS FUND	4,489.91
104435	ND ASSOCIATION OF COUNTIES	252.00
	GENERAL FUND	252.00
104436	ND EMERGENCY MANAGEMENT ASSC	115.00
	GENERAL FUND	115.00
104437	ND TRUCK WASH	259.00
	COUNTY ROAD & BRIDGE FUND	259.00
104438	NDFLAGPOLEGUY.COM	194.68
	GENERAL FUND	194.68
104439	NELSON/CAROL	131.10
	HUMAN SERVICE ZONE	131.10
104440	NORTH AMERICAN TRAILER SALES, LTD	359.88
	COUNTY ROAD & BRIDGE FUND	359.88
104441	NORTHERN PLAINS LABEL	37.90
	GENERAL FUND	37.90
104442	NORTHERN TESTING	1,005.00
	HUMAN SERVICE ZONE	1,005.00
104443	NORTHWEST YOUTH ASSESSMENT CENTER	13,392.00
	HUMAN SERVICE ZONE	13,392.00
104444	NOVA FIRE PROTECTION, INC.	625.00
	GENERAL FUND	625.00
104445	O'REILLY AUTO PARTS	105.04
	COUNTY ROAD & BRIDGE FUND	105.04
104446	ODP BUSINESS SOLUTIONS LLC	1,655.73
	GENERAL FUND	1,345.06
	COUNTY ROAD & BRIDGE FUND	143.78
	COUNTY AGENT FUND	166.89
104447	OGDEN/CRYSTAL	79.80
	HUMAN SERVICE ZONE	79.80
104448	OSLOE TOWNSHIP	669.70
	2019 FLOOD DISASTER FUND	669.70
104449	PAPPA/STEPHANIE	65.49
	GENERAL FUND	65.49
104450	PINNACLE	40,711.85
	COUNTY ROAD & BRIDGE FUND	39,865.56
	HUMAN SERVICE ZONE	846.29
104451	POMP'S TIRE SERVICE	1,028.46
	COUNTY ROAD & BRIDGE FUND	1,028.46
104452	PREBLE MEDICAL SERVICES INC	545.00
	HUMAN SERVICE ZONE	545.00
104453	PRODUCTIVITY PLUS ACCOUNT	93.30
	COUNTY ROAD & BRIDGE FUND	93.30
104454	QUADIENT LEASING	180.57
	GENERAL FUND	180.57
104455	QUALITY INN	86.40

	HUMAN SERVICE ZONE	86.40
104456	R & T WATER DISTRICT COUNTY ROAD & BRIDGE CAPITAL PROJECTS	164,359.79 164,359.79
104457	RALPHS PLUMBING & HEATING INC. COUNTY PARKS FUND	252.50 252.50
104458	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	21,753.31 21,753.31
104459	RTC NETWORKS GENERAL FUND	2,192.72 2,192.72
104460	RYAN GMC COUNTY ROAD & BRIDGE FUND	230.98 230.98
104461	SAVAGE WATER SOLUTIONS COUNTY ROAD & BRIDGE FUND	155.94 155.94
104462	SIDONIA TOWNSHIP 2019 FLOOD DISASTER FUND	141.89 141.89
104463	STANLEY AUTO & TRUCK COUNTY ROAD & BRIDGE FUND	291.96 291.96
104464	STANLEY HARDWARE HUMAN SERVICE ZONE	2,328.99 2,328.99
104465	STANLEY LUMBER SUPPLY COUNTY ROAD & BRIDGE FUND	74.00 74.00
104466	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	82.50 82.50
104467	STRAIGHT UP CONSTRUCTION GENERAL FUND	4,000.00 4,000.00
104468	SUMMIT FOOD SERVICE, LLC GENERAL FUND	5,681.34 5,681.34
104469	SUPERBLOOM GENERAL FUND	85.00 85.00
104470	THE KENMARE NEWS, INC HUMAN SERVICE ZONE	147.00 147.00
104471	THE SIDWELL COMPANY GENERAL FUND	690.00 690.00
104472	THOMAS Y PICKETT INC GENERAL FUND	20,000.00 20,000.00
104473	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND	578.30 177.75 400.55
104474	TUCKER/JESSICA A HUMAN SERVICE ZONE	257.60 257.60
104475	VESTIGE GROUP LLC HUMAN SERVICE ZONE	1,943.52 1,943.52
104476	WALK-N-ROLL COUNTY ROAD & BRIDGE FUND	181.53 181.53
104477	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
104478	WESTLIE TRUCK CENTER GENERAL FUND	6,392.45 3,076.27

	COUNTY ROAD & BRIDGE FUND	3,316.18
104479	WILBUR-ELLIS COMPANY COUNTY ROAD & BRIDGE FUND	1,700.00 1,700.00
104480	31:8 PROJECT HUMAN SERVICE ZONE	50.00 50.00
	FINAL TOTAL	764,869.26

3. APPOINTMENT SCHEDULED

9:15 A.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the 2023 salaries. The decision was made to add the \$3,000 to the base salary chart.

9:30 A.M.

Lori Hanson, Tax Director along with Rory Porth, Assessor met with the board to discuss the contracts for using Eagleview Pictometry and Thomas. Y Pickett. Wade Enget, State’s Attorney stated the Connect Explorer user policy should have a hierarchy within it. Assessor Porth will add a few more statements to the user contract and will bring back at the next commissioner meeting.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve renewing the Thomas Y Pickett contract for assessing industrial properties totaling \$77,600 per year for a two-year contract as recommended by Tax Director Hanson. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

Tax Director Hanson also stated the office would be closed on August 8-11th for continued education in Bismarck. The Records and Treasurer’s office will answer the phones while out.

9:45 A.M.

Melissa Vachal, Planning & Zoning Administrator discussed the amended SRF contract for the Land Development Code.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the amended contract for SRF for the Land Development Code not to exceed \$10,000 to be expended out of the Planning & Zoning Budget. Upon roll call, Olson, Uran, Rice, Hollekim and Ruland voted yes. Motion carried.

Planning & Zoning Administrator Vachal suggested a dual meeting be held with the Planning and Zoning board and the County Commissioners to discuss the Land Development Code.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve a special joint meeting with Planning and Zoning Board to be held on July 25th at 9:00 a.m. to discuss the Land Development Code. Upon roll call, all present voted yes. Motion carried.

10:00 A.M.

Scott Duerre, Road & Bridge (R&B) Superintendent met to discuss Road & Bridge.

1. MEIERS OIL

Discussion was held on Meiers Oil and the fuel bidding process. State’s Attorney Enget presented the ND Century Code (NDCC) 11-11-26 that states for the purchase of fuel when the amount exceeds four thousand dollars, the board shall bid by either telephone or advertisement in paper. The Mountrail County policy will need to be looked at the next commissioner meeting.

2. BUDGET/CONSTRUCTION UPDATE

R&B Superintendent Duerre updated the board on the construction projects throughout the County and mentioned the Lostwood West CR4 project is complete.

10:45 A.M.

Also present for the discussion of the Memorial Building renovations were Roger Gjellstad, Desiree Sorenson, Candice Grilley and Mary Dennis.

Comm. Hollekim stated the building permit would need to be submitted to Stanley for the renovation project at the Memorial Building.

Moved by Comm. Rice, seconded by Comm. Olson, to approve submitting the building permit for the Memorial Building renovations. Upon roll call, all present voted yes. Motion carried.

Discussion was held on the coordination of moving the offices.

Moved by Comm. Uran, seconded by Comm. Rice, to allow Comm. Hollekim to authorize working with the school for extra help if needed to move the Historical Society. Upon roll call, Ruland, Rice, Olson, Uran, and Hollekim voted yes. Motion carried.

State’s Attorney Enget went through the rental agreement with Gjellstad LLC totaling \$10,000 per month plus utilities for rental of office space on property described as Sublot A of Outlot 5 of the NESE of Section 28, Range 91 in Stanley City (8131 Highway 2). State’s Attorney Enget will bring back the rental agreement with Gjellstad, LLC at the next commissioner meeting.

11:00 A.M.

The Board along with Roger Gjellstad; Brad Ellis, Building Supervisor; Clay Sorenson, CRS Construction; Desiree Sorenson, Mountrail McKenzie County Human Service Zone Director; Mary Dennis, Mountrail McKenzie County Human Service Zone Administrative Assistant; Candice Grilley, Mountrail McKenzie County Human Service Zone Manager; Javayne Oyloe, UMDHU Executive Director; Becky Fladeland, UMDHU nurse and Daryl Johnson with RTC met at the Gjellstad Building located at 8131 Highway 2 to look over the space.

4. ADJOURN

The Board adjourned at 12:05 P.M. to meet in regular session on Tuesday, July 19, 2022 at 9:00 A.M. Accepted and approved this 19th day of July, 2022.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor