

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Wednesday, July 5, 2023 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Joan Hollekim, Trudy Ruland, Wayne Olson, Jason Rice and John DeGroot 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. DeGroot, 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. Olson, seconded by Comm. Hollekim, to approve the minutes of the June 20, 2023 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve the special minutes of the June 26, 2023 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the special minutes of the June 28, 2023 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Rice, seconded by Comm. Olson, to approve the March through May fees for Planning & Zoning and April & May for the Recorder. Upon roll call, Ruland, Hollekim, Olson, DeGroot and Rice voted yes. Motion carried.

D. PAYROLL

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the temporary employee classification for Doris Hill with Parshall Bay in the amount of \$16.50 per hour not to exceed 40 hours per week/1040 per year beginning 5-1-23 and ending 9-30-23. Upon roll call, Ruland, Olson, Hollekim, DeGroot and Rice voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the unpaid leave for Raven Fallin with the Road & Bridge Department as a Roadworker from 6-17-23 and ending on 7-31-23. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the temporary employee classification for Kyra Fox with the Weed Control as a weed sprayer in the amount of \$22.28 per hour not to exceed 50 hours per week and no more than 1040 hours per year beginning 5-22-23 and ending 9-30-23. Upon roll call, Rice, Ruland, Olson, DeGroot and Hollekim voted yes. Motion carried.

E. SECTION LINE CLOSURE

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve advertising a notice for a public hearing for August 1st, 2023 at 9:30 A.M. to receive comment on the request filed by Colin Haddeland to close a portion of section line between Sections 16 and 21, Township 152 North, Range 92 West (Osborn Township). Upon roll call, all present voted yes. Motion carried.

F. RAFFLE PERMIT

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve a raffle permit for the North Dakota Emergency Medical System Foundation for a drawing to be held on August 11, 2023. Upon roll call, Olson, Hollekim, Ruland, DeGroot and Rice voted yes. Motion carried.

G. CHANGE ORDER

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the change order from Maertens-Benny Construction Company for the Memorial Building totaling \$40,901.38. Upon roll call, DeGroot, Hollekim, Olson, Ruland and Rice voted yes. Motion carried.

H. QUOTE

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the quote from HA Thompson & Sons for two server room air splits totaling \$25,460. Upon roll call, Ruland, Rice, Hollekim, Olson and DeGroot voted yes. Motion carried.

I. CEMETERY POLICY

Moved by Comm. Rice, seconded by Comm. Olson, to adopt the resolution for the Abandoned Cemetery Policy as recommended by State’s Attorney, Wade Enget. Upon roll call, all present voted yes. Motion carried.

J. ARPA FUNDS

Discussion was held on the remaining balance in the ARPA fund and what it should be utilized on. More discussion will be held at the next commissioner meeting.

K. BILLS

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the bills totaling \$2,095,345.29 and June payroll, checks #17494-17514 and direct deposits #18295-18475 totaling \$1,176,673.03. Upon roll call, Hollekim, Ruland, Rice, Olson and DeGroot 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 07/05/2023-PAYMENT 07/05/2023

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
106947	ACKERMAN-ESTVOLD ENGINEERING & MANAGEMEN COUNTY ROAD & BRIDGE FUND	9,713.13 9,713.13
106948	ACME TOOLS COUNTY PARKS FUND	152.82 152.82
106949	ADVANCED BUSINESS METHODS GENERAL FUND	384.75 384.75
106950	ARAMARK UNIFORM SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,287.70 1,011.32 276.38
106951	ARMOR INTERACTIVE GENERAL FUND HUMAN SERVICE ZONE	3,248.47 4,837.59 -1,589.12
106952	A3 APPLIANCE SERVICE GENERAL FUND	5,699.38 5,699.38
106953	BADLANDS OCCUPATIONAL TESTING SERVICES HUMAN SERVICE ZONE	816.00 816.00
106954	BBH INSURANCE, INC GENERAL FUND	32,710.00 32,710.00
106955	BOB HAYES ADDICTION SERVICES HUMAN SERVICE ZONE	5,050.00 5,050.00
106956	BRAD'S HARDWARE HANK COUNTY PARKS FUND	71.43 71.43
106957	CHARM-TEX, INC. GENERAL FUND	708.16 708.16

106958	CIRCLE SANITATION INC	7,890.42
	GENERAL FUND	416.00
	COUNTY ROAD & BRIDGE FUND	361.50
	COUNTY PARKS FUND	7,112.92
106959	CITY OF STANLEY	2,891.48
	GENERAL FUND	2,891.48
106960	COMPLETE ENERGY SERVICES LLC	1,612.25
	COUNTY ROAD & BRIDGE FUND	1,612.25
106961	CORPORATE TRANSLATION SERVICES INC	15.23
	HUMAN SERVICE ZONE	15.23
106962	CRUMMIE/KAITLYN	93.01
	HUMAN SERVICE ZONE	93.01
106963	D & L CONSTRUCTION, INC	90,990.76
	COUNTY ROAD & BRIDGE FUND	89,829.58
	COUNTY PARKS FUND	1,161.18
106964	DAKOTALAND AUTOGLASS, INC	766.10
	COUNTY ROAD & BRIDGE FUND	766.10
106965	DEPT OF CORRECTIONS & REHAB	50.00
	GENERAL FUND	50.00
106966	DUSTBUSTERS, INC.	21,377.07
	COUNTY ROAD & BRIDGE FUND	21,377.07
106967	ENVIROTECH SERVICES, INC	174,965.28
	COUNTY ROAD & BRIDGE FUND	174,965.28
106968	FARMERS UNION OIL CO-WATFORD CITY	481.95
	HUMAN SERVICE ZONE	481.95
106969	FENSTER/KAYLA	715.92
	HUMAN SERVICE ZONE	715.92
106970	GJELLSTAD, LLC	10,000.00
	GENERAL FUND	10,000.00
106971	GROTTE/RAYMOND	2,066.23
	GENERAL FUND	2,066.23
106972	HANSON/AMANDA	8.56
	HUMAN SERVICE ZONE	8.56
106973	HDR ENGINEERING, INC	339,628.37
	COUNTY ROAD & BRIDGE CAPITAL PROJECTS	106,034.64
	COUNTY ROAD & BRIDGE FUND	233,593.73
106974	HENNESSY/JANA	64.49
	COUNTY ROAD & BRIDGE FUND	64.49
106975	HERMANSON/NANCY	116.20
	HUMAN SERVICE ZONE	116.20
106976	HOBART SALES & SERVICE	3,100.02
	GENERAL FUND	3,100.02
106977	HOUSTON ENGINEERING INC.	8,735.80
	COUNTY PARKS FUND	8,735.80
106978	INFORMATION SYSTEMS CORP	10,663.00
	GENERAL FUND	10,663.00
106979	INFORMATION TECHNOLOGY DEPT	57.70
	GENERAL FUND	57.70

106980	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	4,750.00 4,750.00
106981	JOHN'S SAND & GRAVEL COUNTY ROAD & BRIDGE FUND	49,761.93 49,761.93
106982	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE COUNTY AGENT FUND WEED CONTROL FUND	10,381.19 1,784.30 1,090.98 4,565.94 589.92 2,350.05
106983	KELLER PAVING & LANDSCAPING, INC. COUNTY ROAD & BRIDGE FUND	14,700.00 14,700.00
106984	KINNEY/SHELLY HUMAN SERVICE ZONE	162.40 162.40
106985	LARSON TIRE SERVICE GENERAL FUND	659.74 659.74
106986	LOMMEN/ORVIN HUMAN SERVICE ZONE	1,100.00 1,100.00
106987	MAERTENS-BRENNY CONSTRUCTION COMPANY GENERAL CAPITAL PROJECTS	636,122.92 636,122.92
106988	MAINSTAY SUITES-STANLEY GENERAL FUND	264.60 264.60
106989	MARTIN CONSTRUCTION INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS	567,513.62 567,513.62
106990	MENARDS - MINOT GENERAL FUND COUNTY PARKS FUND	234.35 170.51 63.84
106991	MEYERS/MICHELLE HUMAN SERVICE ZONE	220.45 220.45
106992	MIKE'S PLUMBING & HEATING GENERAL FUND	670.00 670.00
106993	MILLS/JAMIE HUMAN SERVICE ZONE	594.09 594.09
106994	MINOT RESTAURANT SUPPLY CO GENERAL FUND	21.17 21.17
106995	MISSOURI RIVER CONTRACTING INC GENERAL FUND	1,669.70 1,669.70
106996	MONTANA DAKOTA UTILITIES CO GENERAL FUND	8,648.76 8,648.76
106997	MOUNTRAIL COUNTY PROMOTER HUMAN SERVICE ZONE	171.13 171.13
106998	MOUNTRAIL COUNTY WEED CONTROL COUNTY PARKS FUND	75.90 75.90
106999	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	7,620.18 506.27 213.94 6,899.97
107000	ND ASSOCIATION OF COUNTIES	189.00

	GENERAL FUND	189.00
107001	ND TRUCK WASH GENERAL FUND	55.00 55.00
107002	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	123.69 123.69
107003	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND	86.98 86.98
107004	NORTH DAKOTA APCO E 911 EMERGENCY/WIRELESS FUND	180.00 180.00
107005	NORTHERN SAFETY TECHNOLOGY INC GENERAL FUND	5,336.08 5,336.08
107006	NORTHERN TESTING INC HUMAN SERVICE ZONE	153.50 153.50
107007	NORTHWEST COLLISION AND CUSTOM, INC GENERAL FUND	60.00 60.00
107008	NOVA FIRE PROTECTION, INC. GENERAL FUND	608.00 608.00
107009	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	472.73 215.67 112.38 144.68
107010	OFFICE OF THE STATE AUDITOR GENERAL FUND	14,500.00 14,500.00
107011	OGDEN/CRYSTAL HUMAN SERVICE ZONE	344.30 344.30
107012	ORTLOFF WATER DEPOT COUNTY ROAD & BRIDGE FUND	987.00 987.00
107013	PINNACLE HUMAN SERVICE ZONE	794.08 794.08
107014	PRINGLE & HERIGSTAD, PC GENERAL FUND	650.00 650.00
107015	QUADIENT LEASING GENERAL FUND	485.94 485.94
107016	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	845.47 845.47
107017	RICHLAND PUMP & SUPPLY COUNTY ROAD & BRIDGE FUND	69.63 69.63
107018	RIEPL/RACHEL HUMAN SERVICE ZONE	371.35 371.35
107019	RUDOLPH ELECTRIC, LLC GENERAL FUND	125.00 125.00
107020	SATERMO TRUSTWORTHY HARDWARE COUNTY ROAD & BRIDGE FUND	42.99 42.99
107021	SIGN SOLUTIONS USA LLC COUNTY PARKS FUND	447.82 447.82
107022	SORENSEN/DESIREE J HUMAN SERVICE ZONE	570.30 570.30

107023	STANLEY AUTO & TRUCK	287.34
	COUNTY ROAD & BRIDGE FUND	139.35
	WEED CONTROL FUND	147.99
107024	STANLEY LUMBER & SUPPLY	42.68
	GENERAL FUND	42.68
107025	STAPLES, INC. AND SUBSIDIARIES	547.05
	COUNTY ROAD & BRIDGE FUND	547.05
107026	STEINS INC	1,270.13
	GENERAL FUND	1,270.13
107027	STRAIGHT UP CONSTRUCTION	8,559.00
	GENERAL FUND	8,559.00
107028	SUMMIT FOOD SERVICE, LLC	5,917.84
	GENERAL FUND	5,917.84
107029	TRACTOR SUPPLY COMPANY	231.71
	GENERAL FUND	11.99
	COUNTY ROAD & BRIDGE FUND	165.05
	COUNTY PARKS FUND	54.67
107030	VERIZON WIRELESS	42.06
	GENERAL FUND	42.06
107031	WARD COUNTY AUDITOR	3,360.00
	COUNTY LIBRARY-BOOKMOBILE FUND	3,360.00
107032	WHITAKER/HILLARY	704.96
	HUMAN SERVICE ZONE	704.96
107033	WILBUR-ELLIS COMPANY	165.00
	COUNTY PARKS FUND	165.00
107034	YODER ELECTRIC	4,971.10
	COUNTY PARKS FUND	4,971.10
107035	YOUNG/CALEB	273.75
	GENERAL FUND	273.75
	FINAL TOTAL	2,095,345.29

L. BOARD CONCERNS

Moved by Comm. Hollekim, seconded by Comm. Rice, to appoint Eric Olson to the Weather Modification Board. Upon roll call, all present voted yes. Motion carried.

3. APPOINTMENT SCHEDULED

9:15 A.M

Scott Duerre, Road & Bridge (R&B) Superintendent and Mary Trahan, Road & Bridge Accountant met to discuss Road & Bridge.

1. UNORGANIZED TOWNSHIP BUDGET DISCUSSION

Accountant Trahan discussed the Unorganized Township budget for the 2024 year.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve allowing the cost of 36th St NW to be budgeted out of the Unorganized Township 152 North Range 93 West Fund for 2024. Upon roll call, Hollekim, DeGroot, Olson, Ruland and Rice voted yes. Motion carried.

2. ROAD & BRIDGE FINANCIAL SUMMARY

Accountant Trahan met to discuss the R&B financials for 2023.

3. FALL MOWING NOTICE

Moved by Comm. Rice, seconded by Comm. Olson, to approve the public notice for fall mowing deadlines with mowing operations to be completed by October 1, 2023. The Road & Bridge Department will begin their operations on Monday, July 31 on County and unorganized township roads. Upon roll call, all present voted yes. Motion carried.

4. CR 9 PHASE II-UPDATE

Superintendent Duerre along with Craig Mizera, HDR Engineering gave an update on CR 9 Phase II Project from ND 1804 to the White Earth Bay.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the transfer of ownership of the 8.3 miles of roadway of CR 9 from the intersection of ND #1804 and 101st Ave south to White Earth Bay from Unorganized Townships 155-94 & 154-94 to Mountrail County retroactive 10-18-22. Upon roll call, DeGroot, Ruland, Rice, Hollekim and Olson voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Olson, to approve signing the school land easement for Right Of Way in the SW ¼ of Section 16, Township 154N, Range 94W for the CR 9 Project. Upon roll call, Olson, Ruland, Hollekim, DeGroot and Rice voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve allowing HDR Engineering to proceed with the change order for the CR 9 Phase II Project to include pavement at an estimated increase in construction cost of \$8,555,389.21 less \$2,160,599.16 in decreased gravel cost for a net estimated cost of \$6,394,790.05. Upon roll call, Ruland, Olson, Rice, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Rice, to amend the construction engineering contract for HDR Engineering not to exceed \$220,000 for the CR 9 Phase II Project pending approval of the contract amendment by State's Attorney Enget. Upon roll call, DeGroot, Olson, Rice, Ruland and Hollekim voted yes. Motion carried.

5. CR 10 & CR 11 DECISION DESIGN MEMO

Superintendent Duerre along with HDR Engineer Mizera discussed the different design options for the CR 10 & CR 11 Projects from the existing pavement east of Belden and the existing pavement south of US#2 at Blaisdell to the Ward County line.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the proposed roadway section for CR10 & CR11 to be hot mix asphalt with geogrid with the possibility of the roadway surface being aggregate with geogrid depending on finances available for CR 10 & CR 11. Upon roll call, DeGroot, Olson, Rice, Hollekim and Ruland voted yes. Motion carried.

Discussion was held on alternatives for project construction phases. The consensus of the board would be to finalize CR 10 & CR 11 in 4 years.

6. MISCELLANEOUS

Comm. Olson discussed the speed limit signs missing on the Van Hook Road. Comm. Olson discussed a few spots needing dust control on the township roads due to the construction on the Plaza West construction project.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve applying dust control on the township roads by residents the construction of the Plaza West Construction Project and leave to discretion of the R&B. Upon roll call, Ruland, Olson, DeGroot, Hollekim and Rice voted yes. Motion carried.

4. ADJOURN

The Board adjourned at 11:34 A.M. to meet in regular on Tuesday, July 18, 2023 at 9:00 A.M. Accepted and approved this 18th day of July, 2023.

Trudy Ruland, Chairman

Stephanie A. Pappa

Mountrail County Commissioner

Mountrail County Auditor