

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, March 1, 2022 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Joan Hollekim (via GOTOMEETING), 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. Uran, seconded by Comm. Rice, to approve the minutes of the February 15, 2022 as corrected. Upon roll call, all present voted yes. Motion carried.

C. PAYROLL

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the sick/vacation leave for appointed officials. Upon roll call, Uran, Ruland, Olson, Rice and Hollekim voted yes. Motion carried.

D. DISTRIBUTION LINE EASEMENT

Moved by Comm. Uran, seconded by Comm. Olson, to approve signing the distribution line easement for Outlot 2 of the SWSW in Section 4, Township 156 North, Range 88 West (**Egan Township**) with Mountrail Williams Electric Coop with utilities to be placed outside of existing right of way. Upon roll call, all present voted yes. Motion carried.

E. LIQUOR LICENSE

Moved by Comm. Olson, seconded by Comm. Uran, to approve the liquor license transfer to the new owners Clayton Investments LLC DBA Belden Chuck Wagon. Upon roll call, Uran, Ruland, Hollekim, Rice and Olson voted yes. Motion carried.

F. PARK PROPERTY

Discussion was held on the possibility of purchasing Lot 1, Block 3, Courthouse Addition in Stanley City located north of the Courthouse parking lot from the Stanley Park District. Corey Bristol, Sheriff stated this was brought up in conversation with Brandi Larson.

Moved by Comm. Hollekim, seconded by Comm. Olson, to send a letter to the Stanley Park Board to inquire about the purchase of Lot 1, Block 3, Courthouse Addition in Stanley. Upon roll call, all present voted yes. Motion carried.

G. 2022 FINANCIALS

Stephanie A. Pappa, Auditor reviewed the 2022 General Fund financials.

H. BILLS

Discussion was held on the bill from Dittbrenner Woodworking LLC totaling the amount of \$46,733.45. Stephanie Pappa, Auditor discussed the original contract along with the addendum. More discussion will be held concerning the bill with Pat Dittbrenner at the next commissioner meeting.

Moved by Comm. Uran, seconded by Comm. Rice, to approve the payment to Dittbrenner Woodworking LLC totaling \$27,000. Upon roll call, Uran, Rice, Hollekim, Ruland, and Olson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the bills totaling \$253,064.78 and February payroll, checks #11348-11367, direct deposit #15684-15844 totaling \$1,045,446.71. Upon roll call, Olson, Uran, Rice, Hollekim, and Ruland 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 03/01/2022 - PAYMENT 03/01/2022

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
103442	A&W TOWING & RECOVERY, INC. GENERAL FUND	750.00 750.00
103443	ADVANCED BUSINESS METHODS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	4,300.78 4,073.30 113.74 113.74
103444	AMERICAN TRUCK AND TRAILER, LLC COUNTY ROAD & BRIDGE FUND	184.60 184.60
103445	ARAMARK UNIFORM SERVICES GENERAL FUND	174.53 174.53
103446	ARMOR INTERACTIVE GENERAL FUND	157.12 157.12
103447	BADLANDS OCCUPATIONAL TESTING SERVICES HUMAN SERVICE ZONE	552.00 552.00
103448	BLUE SHIELD TACTICAL SYSTEMS LLC GENERAL FUND	700.00 700.00
103449	BOB HAYES ADDICTION SERVICES HUMAN SERVICE ZONE	4,100.00 4,100.00
103450	BRAVERA BANK HUMAN SERVICE ZONE	1,725.71 1,725.71
103451	BURKE COUNTY TRIBUNE HUMAN SERVICE ZONE	42.00 42.00
103452	CARSTENS/JILL M HUMAN SERVICE ZONE	30.00 30.00
103453	CHARM-TEX, INC. GENERAL FUND	573.97 573.97
103454	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	596.54 311.53 285.01
103455	CITY OF MINOT LANDFILL COUNTY ROAD & BRIDGE FUND	151.68 151.68
103456	CLEAN TECH GENERAL FUND	1,235.75 1,235.75
103457	COLE PAPER INC. GENERAL FUND	984.03 984.03
103458	COMFORT SUITES GENERAL FUND	345.60 345.60
103459	CORPORATE TRANSLATION SERVICES INC HUMAN SERVICE ZONE	1.88 1.88
103460	CRUMMIE/KAITLYN HUMAN SERVICE ZONE	423.54 423.54

103461	CS WELDING,LLC GENERAL FUND	12,126.80 12,126.80
103462	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND	433.00 433.00
103463	DAKOTA DRUG CO GENERAL FUND	243.46 243.46
103464	DAKOTA FIRE EXTINGUISHERS, INC. COUNTY ROAD & BRIDGE FUND	516.10 516.10
103465	DAKOTA TRUCK & FARM SERVICE COUNTY ROAD & BRIDGE FUND	1,438.62 1,438.62
103466	DAKOTALAND AUTOGLASS,INC COUNTY ROAD & BRIDGE FUND	515.44 515.44
103467	DANKS/LISA HUMAN SERVICE ZONE	22.57 22.57
103468	DEANS DISTRIBUTING COUNTY ROAD & BRIDGE FUND	411.25 411.25
103469	DENNIS/MARY GENERAL FUND HUMAN SERVICE ZONE	102.65 80.25 22.40
103470	DEWITZ/DEBRA HUMAN SERVICE ZONE	1,000.00 1,000.00
103471	DITTBRENNER WORDWORKING LLC GENERAL FUND	27,000.00 27,000.00
103472	EAPC ARCHITECTS ENGINEERS GENERAL FUND	31,902.30 31,902.30
103473	EDWARDS/REBECCA HUMAN SERVICE ZONE	156.20 156.20
103474	FARMERS UNION LUMBER CO GENERAL FUND COUNTY ROAD & BRIDGE FUND	99.03 11.67 87.36
103475	FARMERS UNION OIL CO-WATFORD CITY HUMAN SERVICE ZONE	668.69 668.69
103476	FENSTER/KAYLA GENERAL FUND HUMAN SERVICE ZONE	633.66 108.21 525.45
103477	FIRE EXTINGUISHING SYSTEMS, INC GENERAL FUND	239.90 239.90
103478	FOX/ASHLEY GENERAL FUND	50.77 50.77
103479	FULKERSON FUNERAL HOME HUMAN SERVICE ZONE	3,500.00 3,500.00
103480	GALLS-QUARTERMASTER GENERAL FUND	76.87 76.87
103481	GEMPLER'S COUNTY ROAD & BRIDGE FUND	1,512.86 1,512.86
103482	GILBERTSON/HEATHER HUMAN SERVICE ZONE	22.40 22.40

103483	GRAVEL PRODUCTS INCORPORATED COUNTY ROAD & BRIDGE FUND	13,110.39 13,110.39
103484	H.A.THOMPSON & SONS INC GENERAL FUND	260.86 260.86
103485	HANSON/LORI GENERAL FUND	66.50 66.50
103486	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS COUNTY ROAD & BRIDGE FUND	11,037.50 7,302.50 3,735.00
103487	HENNESSY/JIM GENERAL FUND WEED CONTROL FUND	348.53 299.53 49.00
103488	HIGHLAND SUITES HUMAN SERVICE ZONE	171.00 171.00
103489	HOLLEKIM/JOAN GENERAL FUND	321.55 321.55
103490	HOMETOWN RADIO GROUP HUMAN SERVICE ZONE	798.00 798.00
103491	IDEMIA IDENTITY & SECURITY USA LLC GENERAL FUND	5,859.00 5,859.00
103492	INFORMATION TECHNOLOGY DEPT HUMAN SERVICE ZONE	70.00 70.00
103493	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	107.09 107.09
103494	JOHNSON AUTO BODY INC GENERAL FUND	246.58 246.58
103495	JOURNAL PUBLISHING HUMAN SERVICE ZONE	21.20 21.20
103496	JPMORGAN CHASE BANK NA GENERAL FUND HUMAN SERVICE ZONE	321.87 136.46 185.41
103497	KINNEY/SHELLY HUMAN SERVICE ZONE	18.20 18.20
103498	KRONOS SAASHR INC GENERAL FUND	648.08 648.08
103499	LANGHANS FUNERAL HOMES INC GENERAL FUND	800.00 800.00
103500	LARSON'S TIRE SERVICE GENERAL FUND	254.45 254.45
103501	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	110.00 110.00
103502	LOMMEN/ORVIN HUMAN SERVICE ZONE	715.00 715.00
103503	LOWE'S PRINTING INC HUMAN SERVICE ZONE	24.95 24.95
103504	MCKENZIE COUNTY FARMER	184.88

	HUMAN SERVICE ZONE	184.88
103505	MEIERS OIL INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	19,898.20 43.20 19,855.00
103506	MEYERS/MICHELLE HUMAN SERVICE ZONE	61.12 61.12
103507	MIKE'S PLUMBING & HEATING GENERAL FUND	200.00 200.00
103508	MILLS/JAMIE HUMAN SERVICE ZONE	77.22 77.22
103509	MONTANA DAKOTA UTILITIES CO GENERAL FUND	14,363.79 14,363.79
103510	MOUNTRAIL COMMUNITY FOOD PANTRY HUMAN SERVICE ZONE	854.80 854.80
103511	MOUNTRAIL COUNTY PROMOTER HUMAN SERVICE ZONE	59.00 59.00
103512	NAPA AUTO PARTS MINOT COUNTY ROAD & BRIDGE FUND	250.30 250.30
103513	NCDMV GENERAL FUND	15.00 15.00
103514	ND CLERKS ASSOCIATION GENERAL FUND	100.00 100.00
103515	ND COUNTY RECORDERS ASSN GENERAL FUND	200.00 200.00
103516	ND ENVELOPE COMPANY GENERAL FUND	534.25 534.25
103517	ND STATE RADIO COMMUNICATIONS GENERAL FUND	2,241.00 2,241.00
103518	ND TRUST LANDS GENERAL FUND	4,494.06 4,494.06
103519	NDSU - WILLIAMS COUNTY HUMAN SERVICE ZONE	325.00 325.00
103520	NELSON INTERNATIONAL COUNTY ROAD & BRIDGE FUND	262.64 262.64
103521	NELSON/CAROL HUMAN SERVICE ZONE	13.65 13.65
103522	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	1,502.13 1,502.13
103523	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND	109.90 109.90
103524	NORTHWEST YOUTH ASSESSMENT CENTER HUMAN SERVICE ZONE	17,457.00 17,457.00
103525	O'REILLY AUTO PARTS COUNTY ROAD & BRIDGE FUND	10.18 10.18
103526	OFFICE DEPOT INC GENERAL FUND	2,137.76 1,866.05

	COUNTY ROAD & BRIDGE FUND	140.30
	COUNTY AGENT FUND	36.99
	WEED CONTROL FUND	94.42
103527	PATCH/ROBIN GENERAL FUND	348.75 348.75
103528	PINNACLE HUMAN SERVICE ZONE	443.26 443.26
103529	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	345.34 345.34
103530	POMP'S TIRE SERVICE COUNTY ROAD & BRIDGE FUND	1,870.90 1,870.90
103531	PORTH/THOMAS GENERAL FUND	127.83 127.83
103532	PRAIRIE PAINTING GENERAL FUND	1,500.00 1,500.00
103533	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	4,571.92 4,571.92
103534	QUADIENT FINANCE USA INC GENERAL FUND	570.82 570.82
103535	QUADIENT LEASING GENERAL FUND	210.42 210.42
103536	R & J PUBLISHING LLC HUMAN SERVICE ZONE	80.00 80.00
103537	RADISSON HOTEL-BISMARCK GENERAL FUND	604.80 604.80
103538	RALPHS PLUMBING & HEATING INC. GENERAL FUND	193.00 193.00
103539	RAMADA FARGO GENERAL FUND	345.60 345.60
103540	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	19,309.96 19,309.96
103541	RODGERS/SHAYLA GENERAL FUND	95.04 95.04
103542	RTC NETWORKS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	3,787.30 3,470.42 195.93 86.28 34.67
103543	SATERMO TRUSTWORTHY HARDWARE COUNTY ROAD & BRIDGE FUND	4.99 4.99
103544	SCDMV GENERAL FUND	6.00 6.00
103545	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,178.40 17.49 1,160.91
103546	STANLEY HARDWARE HUMAN SERVICE ZONE	14.99 14.99

103547	SUMMIT FOOD SERVICE, LLC GENERAL FUND	5,894.34 5,894.34
103548	THE ATTIC GENERAL FUND	649.00 649.00
103549	THE KENMARE NEWS, INC HUMAN SERVICE ZONE	70.00 70.00
103550	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND	662.11 47.90 614.21
103551	TUCKER/JESSICA A HUMAN SERVICE ZONE	28.00 28.00
103552	VERIZON WIRELESS GENERAL FUND COUNTY ROAD & BRIDGE FUND E 911 EMERGENCY/WIRELESS FUND WEED CONTROL FUND	1,531.06 153.12 298.18 1,048.01 31.75
103553	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
103554	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	4,354.88 4,354.88
103555	WEX BANK GENERAL FUND	374.14 374.14
103556	WILLISTON DAILY HERALD HUMAN SERVICE ZONE	327.00 327.00
	FINAL TOTAL	253,064.78

3. APPOINTMENT SCHEDULED

9:30 A.M.

Lori Hanson, Tax Director discussed an abatement on parcel #50-9000100 for 2022 tax year.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the abatement on parcel #50-9000100 for the 2022 tax year due to the mobile home being removed as per the recommendation of Tax Director Hanson. Upon roll call, Uran, Rice, Hollekim, Ruland and Olson voted yes. Motion carried.

9:35 A.M.

Brad Ellis, Building Supervisor met with the board to give updates on the building renovations. Discussion was held on whether to paint, spray insulate or frame the walls in the west jail cell room. More discussion will be held at the next commissioner meeting.

Moved by Comm. Uran, seconded by Comm. Olson, to approve moving forward with the quote for the false ceiling from Straight Up Construction with the material totaling \$8,883 and labor totaling \$9,467. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

10:00 A.M.

Jana Hennessy, Engineer met to discuss Road & Bridge.

1. MARCH BID LETTING

Engineer Hennessy discussed the March bid openings results for culverts, cutting edges, loading and hauling of gravel, crushing and stockpiling of aggregate, sub grade repairs and applications of dust control products.

Moved by Comm. Rice, seconded by Comm. Olson, to approve and award the Road & Bridge March bids for all qualified bidders for projects to be awarded based on lowest price and availability first, all

subject to Road & Bridge department needs. Upon roll call, Olson, Uran, Rice, Ruland and Hollekim voted yes. Motion carried.

2. 2022 TOWNSHIP ROAD DUST CONTROL ASSISTANCE

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the 2022 Request and Agreement for Cities and Township Roads Dust Control Assistance Projects in the amount of \$457 per 1/8 mile. Upon roll call, Olson, Rice, Ruland, Hollekim and Uran voted yes. Motion carried.

3. PM2022 OVERLAYS/BID OPENING RESULTS

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve signing the Notice of Award for Cost Participation for Projects #07(93)22 (CR7-Manitou Road), #10(51)22 (CR10-Belden Road) & 21(92)22 (CR21-West Loop Road) for the 2022 HMA Overlays with Mayo Construction Company, Inc totaling \$8,485,991.09. Upon roll call, Ruland, Uran, Olson, Hollekim and Rice voted yes. Motion carried.

4. HAUL ROUTE AGREEMENT REQUEST/CR 17/BIOURJA NEW TOWN TERMINAL

Jim Tate with BioUrja New Town Terminal LLC is requesting to haul heavy on CR 17 (East Loop Road), 88th Ave NW from Highway 23 south approximately .50 miles during frost law restrictions. Tom McCoy with Covia Corporation stated the company would like to upgrade the road in the near future. Wade Enget, State's Attorney discussed entering into an agreement for long term usage but for the short term to have a bond and the haul route agreement. Robert McCain with Covia asked what is needed to go south to haul loads at 105,500# by legal weight year around.

Moved by Comm. Uran, seconded by Comm. Rice, to approve the haul route agreement with BioUrja New Town Terminal LLC (BUNT) for the approximate ½ mile of CR 17, 88th Ave NW from Highway 23 to the BioUrja New Town Terminal, LLC with BUNT providing a \$250,000 cash bond and signage as approved by the Mountrail County Sheriff's Department directing vehicles to travel north of the New Town Terminal Facility. Upon roll call, Ruland, Hollekim, Uran, Olson and Rice voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to pursue the upgrading of CR 17, 88th Ave NW from Highway 23 south approximately .50 miles with BioUrja New Town Facility LLC and/or Covia Corporation. Upon roll call, Uran, Ruland, Rice, Olson and Hollekim voted yes. Motion carried.

5. R21009-ROM-300(139)-PCN 22284-CHANGE ORDER #3-BORROW MATERIAL

Moved by Comm. Olson, seconded by Comm. Uran, to approve the change order #3 for project #R21009-ROM-300(139)-PCN 22284 due to the amount of borrowed material at no cost to the County. Upon roll call, all present voted yes. Motion carried.

6. PAVEMENT MAINTENANCE 2022

Moved by Comm. Uran, seconded by Comm. Olson, to approve advertising for bids on pavement maintenance for 2022 consisting of approximately 24.2 miles of chip seal and pavement markings on portions of County Routes 2, 9, 11 and 19. Upon roll call, Rice, Hollekim, Olson, Ruland and Uran voted yes. Motion carried.

7. SUPPORT LETTER FOR NDDOT'S RAISE APPLICATION

Engineer Hennessy discussed sending a letter in support of the ND Department of Transportation's (NDDOT) application for the USDOT Rebuilding American Infrastructure with Sustainability and Equity (Raise) Grant for the Tribal Safety Project which would improve segments on ND Highway 23.

Moved by Comm. Rice, seconded by Comm. Uran, to approve sending a letter in support of NDDOT's application for the USDOT Rebuilding American Infrastructure with Sustainability and Equity (Raise) Grant for the Tribal Safety Project to improve segments on ND Highway 23. Upon roll call, all present voted yes. Motion carried.

8. MISCELLANEOUS

Moved by Comm. Olson, seconded by Comm. Rice, to appoint Jana Hennessy as the County's point of contact for the Department of Air Force. Upon roll call, all present voted yes. Motion carried.

4. ADJOURN

The Board adjourned at 11:38 A.M. to meet in special session on Monday, March 7, 2022 at 8:00 A.M.
Accepted and approved this 15th day of March, 2022.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor