

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, October 1, 2024 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Trudy Ruland, Wayne Olson, Jason Rice, Joan Hollekim 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. Hollekim, seconded by Comm. Rice, to approve the minutes of the September 17, 2024 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

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

D. PAYROLL

Moved by Comm. Olson, seconded by Comm. Rice, to approve the regular full-time employee classification for Bonita Hornberger with the Facilities as a Custodian in the amount of \$25.76 per hour/\$53,580 per year. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

E. NDPERS

Discussion was held on option of switching to the NDPERS High Deductible Health Plan (HDHP). The board was not in favor of switching.

F. ARPA

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the purchase of new weather sirens at New Town City totaling \$176,409 paid out of the American Rescue Plan Act (ARPA). Upon roll call, Ruland, Rice, Olson and Hollekim voted yes; Comm. DeGroot abstained from voting. Motion carried.

G. PROCUREMENT POLICY

Wade Enget, State's Attorney provided the amended procurement policy.

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the amended procurement policy with the proposed changes effective 10-1-2024. Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

H. RENTAL FEE WAIVER

Jesse Barlow representing the Pursuit requested a rental fee waiver for the South Complex on October 31st for the Fall Festival.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the rental fee waiver for the Pursuit to utilize the South Complex on October 31st for the Fall Festival with the rental cleanup deposit and insurance still provided with damage control supplied to protect the walls and windows. Upon roll call, Ruland, Rice, DeGroot, Olson and Hollekim voted yes. Motion carried.

I. VETERANS SERVICE ROOM

Discussion was held on the Veterans Service room located in the Memorial Building and who is allowed to use the room.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve establishing a board consisting of Desiree Sorenson, Public Health Nurse, Tammy Leupp, Corey Bristol, Comm. Hollekim, Lisa Lapica and a couple of Veterans to go through the usage/regulations for the Veterans Service room at the Memorial Building. Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

J. BILLS

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve the bills totaling \$1,262,978.29 and September 1 through September 14 payroll, checks #17992-18007 and direct deposits #22750-22907 totaling \$582,632.56. Upon roll call, Olson, DeGroot, 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 10/01/2024 - PAYMENT 10/01/2024

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
109962	ACME TOOLS	254.10
	WEED CONTROL FUND	254.10
109963	ADVANCED BUSINESS METHODS	1,135.65
	GENERAL FUND	670.50
	COUNTY ROAD & BRIDGE FUND	150.42
	HUMAN SERVICE ZONE	164.31
	COUNTY AGENT FUND	150.42
109964	AMAZON CAPITAL SERVICES	506.40
	GENERAL FUND	542.93
	GENERAL CAPITAL PROJECTS	-140.45
	HUMAN SERVICE ZONE	103.92
109965	ARMOR INTERACTIVE	1,432.92
	GENERAL FUND	1,432.92
109966	BADLANDS OCCUPATIONAL TESTING SERVICES	862.00
	HUMAN SERVICE ZONE	862.00
109967	BARANKO BROTHERS, INC	161,237.91
	COUNTY ROAD & BRIDGE CAPITAL PROJECTS	161,237.91
109968	BATTERIES PLUS BULBS #639	667.50
	GENERAL FUND	667.50
109969	BAYMONT BY WYNDHAM-GRAND FORKS	288.90
	GENERAL FUND	288.90
109970	BBH INSURANCE, INC	100.00
	GENERAL FUND	100.00
109971	BOB HAYES ADDICTION SERVICES	4,104.00
	HUMAN SERVICE ZONE	4,104.00
109972	CARD SERVICES	99.77
	GENERAL FUND	99.77
109973	CHAMLEY PIPE & SALVAGE LLC	702.32
	GENERAL FUND	702.32
109974	CHASE/BIANCA	198.00
	GENERAL FUND	198.00
109975	CIRCLE SANITATION INC	6,352.13
	GENERAL FUND	421.75
	COUNTY ROAD & BRIDGE FUND	364.25
	COUNTY PARKS FUND	5,566.13

109976	CITY OF POWERS LAKE COUNTY ROAD & BRIDGE FUND	1,218.42 1,218.42
109977	CITY OF STANLEY GENERAL FUND	1,040.03 1,040.03
109978	CNH INDUSTRIAL ACCOUNTS COUNTY ROAD & BRIDGE FUND	2,052.76 2,052.76
109979	COLLINS/HANNAH GENERAL FUND	257.10 257.10
109980	CORPORATE TRANSLATION SERVICES INC HUMAN SERVICE ZONE	129.40 129.40
109981	CRUMMIE/KAITLYN HUMAN SERVICE ZONE	527.96 527.96
109982	DAKOTALAND AUTOGLASS,INC COUNTY ROAD & BRIDGE FUND	1,352.55 1,352.55
109983	DEBING TOWNSHIP COUNTY ROAD & BRIDGE FUND	28,957.50 28,957.50
109984	DUSTBUSTERS, INC. COUNTY ROAD & BRIDGE FUND	120,878.29 120,878.29
109985	EAPC ARCHITECTS ENGINEERS GENERAL FUND	8,927.09 8,927.09
109986	ECOLAB PEST ELIM. DIV. GENERAL FUND	190.00 190.00
109987	ELECTION SYSTEMS & SOFTWARE INC GENERAL FUND	2,080.20 2,080.20
109988	ELLVANGER/LINDSEY HUMAN SERVICE ZONE	20.00 20.00
109989	EMPLOYERS PREFERRED INS CO HUMAN SERVICE ZONE	320.00 320.00
109990	FARMERS UNION OIL CO-WATFORD CITY HUMAN SERVICE ZONE	529.56 529.56
109991	FULKERSON STEVENSON FUNERAL HOME HUMAN SERVICE ZONE	3,500.00 3,500.00
109992	GERMUNDSON/PAM GENERAL FUND	1,000.00 1,000.00
109993	GOOSENECK IMPLEMENT COUNTY ROAD & BRIDGE FUND	60,000.00 60,000.00
109994	GRAPHICS, LETTERING & TRIM GENERAL FUND	710.00 710.00
109995	GRAVEL PRODUCTS INCORPORATED COUNTY ROAD & BRIDGE FUND	49,396.69 49,396.69
109996	HOIST & CRANE SERVICES INC COUNTY ROAD & BRIDGE FUND	2,000.00 2,000.00
109997	HULSE/GWEN HUMAN SERVICE ZONE	62.31 62.31
109998	INFORMATION TECHNOLOGY DEPT HUMAN SERVICE ZONE	139.29 139.29

109999	JERRY'S SEPTIC SERVICE COUNTY PARKS FUND	1,000.00 1,000.00
110000	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	409.04 409.04
110001	JPMORGAN CHASE BANK NA HUMAN SERVICE ZONE	11,987.19 11,987.19
110002	KINNEY/SHELLY HUMAN SERVICE ZONE	530.20 530.20
110003	KOHLER COMMUNICATIONS INC GENERAL FUND	4,452.38 4,452.38
110004	LARSON TIRE SERVICE HUMAN SERVICE ZONE	189.24 189.24
110005	LEMER/COURTNEY HUMAN SERVICE ZONE	58.21 58.21
110006	LOMMEN/ORVIN HUMAN SERVICE ZONE	1,260.00 1,260.00
110007	LOWE'S PRINTING INC COUNTY ROAD & BRIDGE FUND	42.90 42.90
110008	LUTTRELL/JANETTE HUMAN SERVICE ZONE	22.40 22.40
110009	MAYO CONSTRUCTION COMPANY, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS	34,967.27 34,967.27
110010	MCKENZIE COUNTY HEALTHCARE SYSTEMS, INC HUMAN SERVICE ZONE	332.00 332.00
110011	MEDCALL LLC GENERAL FUND	245.77 245.77
110012	MENARDS - MINOT COUNTY PARKS FUND	234.59 234.59
110013	MONTANA DAKOTA UTILITIES CO GENERAL FUND	9,302.76 9,302.76
110014	MOUNTRAIL COUNTY PROMOTER HUMAN SERVICE ZONE	342.26 342.26
110015	MOUNTRAIL WILLIAMS ELECTRIC COOP HUMAN SERVICE ZONE	25.29 25.29
110016	ND ASSOCIATION OF COUNTIES GENERAL FUND	252.00 252.00
110017	ND DEPT OF TRANSPORTATION COUNTY ROAD & BRIDGE FUND	76,744.20 76,744.20
110018	NDLTAP/UGPTI COUNTY ROAD & BRIDGE FUND	25.00 25.00
110019	NEW TOWN CITY COUNTY ROAD & BRIDGE FUND	297.09 297.09
110020	NEW TOWN POLICE DEPT. AMERICAN RESCUE PLAN FUND	21,583.32 21,583.32
110021	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	184.59 184.59

110022	NORTHSTAR STEEL INC GENERAL FUND	580,738.90 580,738.90
110023	NORTHWEST TIRE INC WEED CONTROL FUND	4,191.74 4,191.74
110024	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	893.13 767.12 53.98 72.03
110025	OGDEN/CRYSTAL HUMAN SERVICE ZONE	987.86 987.86
110026	PINNACLE COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE	895.80 37.52 858.28
110027	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	219.92 219.92
110028	POWERS TOWNSHIP COUNTY ROAD & BRIDGE FUND	3,281.25 3,281.25
110029	PRAIRIE FORD, INC. HUMAN SERVICE ZONE	188.71 188.71
110030	RODGERS/MADISON GENERAL FUND	304.42 304.42
110031	ROUGH RIDER INDUSTRIES GENERAL CAPITAL PROJECTS	16,645.00 16,645.00
110032	RUDOLPH ELECTRIC, LLC GENERAL CAPITAL PROJECTS	1,627.29 1,627.29
110033	SAFARI FUELS #103 GENERAL FUND	438.67 438.67
110034	SCHUMAIER/RANDI GENERAL FUND	377.54 377.54
110035	SPRINGAN FUNERAL HOME INC. HUMAN SERVICE ZONE	3,500.00 3,500.00
110036	STANLEY AUTO & TRUCK GENERAL FUND	27.43 27.43
110037	STANLEY HARDWARE HUMAN SERVICE ZONE	22.99 22.99
110038	STANLEY LUMBER & SUPPLY GENERAL FUND GENERAL CAPITAL PROJECTS	962.03 385.64 576.39
110039	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	164.26 164.26
110040	STATE INDUSTRIAL PRODUCTS GENERAL FUND	267.01 267.01
110041	STEINS INC GENERAL FUND	1,187.63 1,187.63
110042	SUMMIT FOOD SERVICE, LLC GENERAL FUND	2,662.82 2,662.82
110043	THE SIDWELL COMPANY GENERAL FUND	156.08 156.08

110044	TYLER TECHNOLOGIES, INC	525.00
	GENERAL FUND	525.00
110045	VAN HOOK RESORT, LLC	1,495.00
	COUNTY PARKS FUND	1,495.00
110046	VERIZON WIRELESS	578.19
	GENERAL FUND	159.36
	COUNTY ROAD & BRIDGE FUND	301.69
	WEED CONTROL FUND	117.14
110047	VESTIGE GROUP LLC	485.88
	HUMAN SERVICE ZONE	485.88
110048	VESTIS	1,320.28
	GENERAL FUND	953.16
	COUNTY ROAD & BRIDGE FUND	367.12
110049	WARD COUNTY AUDITOR	3,760.00
	GENERAL FUND	400.00
	COUNTY LIBRARY-BOOKMOBILE FUND	3,360.00
110050	WEST DAKOTA WATER, LLC	1,000.00
	COUNTY ROAD & BRIDGE FUND	1,000.00
110051	WESTLIE TRUCK CENTER	6,355.01
	COUNTY ROAD & BRIDGE FUND	6,355.01
GRAND TOTAL		1,262,978.29

3. APPOINTMENTS SCHEDULED

9:15 A.M.

Melissa Vachal, Planning & Zoning Administrator, presented the re-plat of the Van Hook/Traynor Park.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the signing of the replat of Van Hook/Traynor Park. Upon roll call, all present voted yes. Motion carried.

Planning & Zoning Administrator Vachal brought to the board the recommendation of hiring of SRF Consulting to work on a policy for data centers/battery storage facilities within the County and the possibility of amending the budget if needed. At the September 23, 2024 of Planning & Zoning Commission, the Board imposed a moratorium on data centers and battery storage facilities.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the hiring of the SRF Consulting for the updating on the Land Development Code to include a policy on data centers/battery storage facilities within the County. Upon roll call, Rice, Olson, Ruland, DeGroot and Hollekim voted yes. Motion carried.

9:30 A.M.

Auditor Pappa met with the board to discuss the 2025 budget for the county parks.

9:40 A.M.

Jessica Niemitalo, Treasurer met to discuss the monies that were transferred from the General Fund to the R&B Fund. The money is currently in a demand deposit marketplace account that is earning interest and Treasurer Niemitalo would recommend keeping the monies where they currently are.

9:45 A.M.

Kim Savage, Deputy Tax Assessor and Lori Hanson, Tax Director met with the board to discuss the Tax Director position that will become vacant 12/31/2024. Tax Director Hanson recommended that Kim Savage be promoted to Tax Director.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the promoting and appointment of Kim Savage as Tax Director effective January 1, 2025. Upon roll call, Hollekim, DeGroot, Ruland, Rice and Olson voted yes. Motion carried.

10:00 A.M.

Shaun Ahlgren, Armor Interactive updated the board on the IT. Stephanie A. Pappa, Auditor discussed the conversion process with Tyler Software and the cost of Counties Providing Technology (CPT) to convert the data rather than Armor Interactive taking on the responsibility. The Board would like a yearly contract between Armor Interactive and the County.

10:15 A.M.

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

1. RTC

Malcolm Bruce Jr., RTC Networks along with Engineer Hennessy met with the board to discuss the request from Reservation Telephone Coop Networks (RTC) to update an existing internet line within the County Right of Way adjacent CR2 in Section 16, Myrtle Township 156-94.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the permit and allow RTC to update the existing internet line installed adjacent CR 2 right of way. Upon roll call, Olson, DeGroot, Hollekim, Ruland and Rice voted yes. Motion carried.

2. 41st ST NW/PROJECT #UO(41)22

Engineer Hennessy presented the final records, balancing change order #2 and Final Pay application for 41st St NW/Project #UO(41)22, 41st St NW from ND1804 west to Arrowhead Point Subdivision.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the balancing Change Order #2 for 41st St NW/Project #UO(41)22 for a decrease of \$354,306.90 to the contract with Mayo Construction and the final pay application for Mayo Construction totaling \$34,967.27. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

3. CR12/PROJECT #12(42)22

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the request from Martin Construction on waiving the liquidated damages on CR 12 Widening & HMA Surfacing for Project #12(42)22 from Plaza City west to CR3. Upon roll call, Olson, Hollekim, DeGroot, Ruland and Rice voted yes. Motion carried.

4. CR9 PHASE II

Engineer Hennessy discussed the possibility of doing a prairie mitigation to satisfy mitigation requirements on U.S. Army Corps of Engineers property impacted by the CR 9 Phase II Project. A quote will be brought back to the board.

5. ENERBASE

Moved by Comm. Rice, seconded by Comm. Olson, to approve the fixed propane contract with Enerbase totaling \$1.55 a gallon. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

6. MWEC SERVICE APPLICATION FOR SALT & SAND PAD

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the Mountrail Williams Electric Cooperative application for the salt & sand pad to be located by CR9/101st Ave NW just south of US Highway 2. Upon roll call, Ruland, DeGroot, Olson, Hollekim and Rice voted yes. Motion carried.

7. 2025 TOWNSHIP ANNUAL ROAD MAINTENANCE AGREEMENT-UNORGANIZED TOWNSHIPS

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve the annual road maintenance for Unorganized Townships. Upon roll call, Hollekim, DeGroot, Ruland, Rice and Olson voted yes. Motion carried.

8. PUBLIC MEETING

Engineer Hennessy discussed having a special meeting on to discuss the Palermo North CR 3 reconstruction project and the county roads in the NE quadrant of Mountrail County. A special meeting will be held on November 7th at 6 p.m. at the Courthouse.

9. NDDOT LETTER

Engineer Hennessy discussed the letter from NDDOT giving permission to utilize the monies on a Federal Bridge project or an NDDOT Federal or the PM 2021 project. The Board agreed to pay the amount of \$76,744.20 to NDDOT as this same amount would be available for a future project.

11:45 A.M.

Discussion was held on the 2025 Final Budget Hearing for the County.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the 2025 Final Budget for Mountrail County totaling \$143,518,874 with a levied amount of \$2,178,581 (12.99 mills). Upon roll call, DeGroot, Hollekim, Ruland, Rice and Olson voted yes. Motion carried.

4. ADJOURN

The Board adjourned at 12:05 P.M. to meet in regular session on Tuesday, October 15, 2024 at 9:00 A.M. Accepted and approved this 15th day of October, 2024.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor