

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, October 18, 2022 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Joan Hollekim, Jason Rice, Trudy Ruland, Wayne Olson 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. Hollekim, seconded by Comm. Olson, 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 October 6, 2022 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Olson, seconded by Comm. Uran, to approve the September fees for the Correctional Center, Sheriff's Office and Clerk of Court and overweight fees through 9-30-22. Upon roll call, Rice, Ruland, Olson, Hollekim, and Uran 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. Hollekim, seconded by Comm. Rice, to approve the regular full-time employee classification for Raven Fallin with the Road & Bridge as a Road Worker II in the amount of \$4,870.92 per month/\$58,451 per year. Upon roll call, Olson, Hollekim, Uran, Rice and Ruland voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the salary increase for completion of a successful probationary period for Cassidy Marschiner with the Sheriff's Department as a Dispatcher to the amount of \$4,250 per month/\$51,000 per year. Upon roll call, Rice, Ruland, Olson, Uran and Hollekim voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Uran, to approve the salary increase for completion of a successful probationary period for Orié Goudge with the Sheriff's Department as a Deputy I to the amount of \$4,875 per month/\$58,500 per year. Upon roll call, Rice, Ruland, Hollekim, Olson and Uran voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the regular part-time employee classification for Tiffany Thiessen with the County Agent as an Administrative Assistant in the amount of \$24.74 per hour not to exceed 29 hours per week/1600 hours per year. Upon roll call, Rice, Ruland, Uran, Hollekim and Olson voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the unpaid leave request for Russell Klimpel with the Road & Bridge Department from 9-12-2022 to 10-6-2022. Upon roll call, Uran, Rice, Olson, Hollekim and Ruland voted yes. Motion carried.

E. STOP PAYMENT

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the stop payment and reissue of check for First Aid Services in the amount of \$206.15. Upon roll call, Ruland, Rice, Olson, Hollekim and Uran voted yes. Motion carried.

F. BOARD APPOINTMENT

Moved by Comm. Olson, seconded by Comm. Uran, to approve the appointment of Nicole Poitra to the Human Service Zone for the unexpired 12/31/2023 term. Upon roll call, Uran, Olson, Rice, Hollekim and Ruland voted yes. Motion carried.

G. ASBESTOS REMOVAL

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve signing the asbestos removal quote for the Memorial Building from Integrity Environmental, LLC totaling \$30,000. Upon roll call, Uran, Hollekim, Olson, Ruland and Rice voted yes. Motion carried.

H. DOUBLE WIDE MOBILE HOME

Moved by Comm. Olson, seconded by Comm. Rice, to approve the advertising of the double wide mobile home on county owned property in Osborn Township in all Mountrail County papers for bid opening to be held on November 15, 2022. Upon roll call, all present voted yes. Motion carried.

I. LIQUOR TRANSFER

Moved by Comm. Olson, seconded by Comm. Uran, to approve the transfer of liquor license from Alan Tillinghast/Sneak Creek to Colette Cotton/The RIV. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

J. BILLS

Moved by Comm. Uran, seconded by Comm. Olson, to approve the bills totaling \$903,102.06. Upon roll call, Olson, Ruland, Hollekim, Uran and Rice 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 10/18/2022 - PAYMENT 10/18/2022

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
105190	A&W TOWING & RECOVERY, INC. GENERAL FUND	500.00 500.00
105191	ACME TOOLS COUNTY PARKS FUND	31.60 31.60
105192	ADVANCED BUSINESS METHODS GENERAL FUND	3,393.12 3,393.12
105193	AMKOTA LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND	345.60 172.80 172.80
105194	ARAMARK UNIFORM SERVICES GENERAL FUND	184.53 184.53
105195	ARMOR INTERACTIVE GENERAL FUND DOCUMENT PRESERVATION FUND	10,034.06 9,494.06 540.00
105196	BBH INSURANCE, INC GENERAL FUND	1,657.00 1,657.00
105197	BORDER PLAINS EQUIPMENT LLC. COUNTY PARKS FUND	24.96 24.96
105198	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	831.29 831.29
105199	CANDLEWOOD SUITES SIDNEY GENERAL FUND	347.28 347.28
105200	CARD SERVICES GENERAL FUND WEED CONTROL FUND	123.32 37.72 85.60
105201	CENTRAL TRENCHING INC COUNTY ROAD & BRIDGE FUND	745.32 745.32
105202	CITY OF POWERS LAKE	383.04

	COUNTY ROAD & BRIDGE FUND	383.04
105203	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	3,920.00 3,920.00
105204	DAKOTA DRUG CO GENERAL FUND	1,209.84 1,209.84
105205	DAKOTA DUST-TEX, INC GENERAL FUND	257.00 257.00
105206	DAKOTA HOPE CLINIC GENERAL FUND	1,000.00 1,000.00
105207	DAKOTA TRUCK & FARM SERVICE COUNTY ROAD & BRIDGE FUND	149.80 149.80
105208	DAKOTALAND AUTOGLASS, INC COUNTY ROAD & BRIDGE FUND	260.00 260.00
105209	DEGENSTEIN/NICHOLE GENERAL FUND	163.75 163.75
105210	ELEMENT FARGO GENERAL FUND	688.00 688.00
105211	ENERBASE GENERAL FUND COUNTY ROAD & BRIDGE FUND	26,927.95 2,547.09 24,380.86
105212	EXPRESSWAY SUITES GENERAL FUND COUNTY ROAD & BRIDGE FUND	259.20 86.40 172.80
105213	FIESEL/AMBER GENERAL FUND	72.44 72.44
105214	GAEBE/MARILYN COUNTY AGENT FUND	320.00 320.00
105215	GJELLSTAD, LLC GENERAL FUND	10,000.00 10,000.00
105216	GRAPHICS, LETTERING & TRIM COUNTY ROAD & BRIDGE FUND	2,612.50 2,612.50
105217	GRATECH COMPANY COUNTY ROAD & BRIDGE CAPITAL PROJECTS	87,737.19 87,737.19
105218	H.A.THOMPSON & SONS INC GENERAL FUND	14,733.03 14,733.03
105219	HANSON/LORI GENERAL FUND	17.50 17.50
105220	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS COUNTY ROAD & BRIDGE FUND	94,470.31 3,013.75 91,456.56
105221	HENNESSY/JIM GENERAL FUND	106.25 106.25
105222	INFORMATION TECHNOLOGY DEPT GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	6,849.50 3,408.96 3,440.54
105223	JERRY'S SEPTIC SERVICE COUNTY PARKS FUND	10,650.00 10,650.00

105224	JOB SERVICE OF NORTH DAKOTA GENERAL FUND	1,252.00 1,252.00
105225	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	30.90 30.90
105226	JOHNSON/LAURIE GENERAL FUND	946.94 946.94
105227	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	3,833.19 3,181.23 367.02 254.99 29.95
105228	LAWSON PRODUCTS, INC WEED CONTROL FUND	120.54 120.54
105229	LEWIS BRISBOIS BISGAARD & SMITH LLP GENERAL FUND	2,610.00 2,610.00
105230	LEXIPOL GENERAL FUND	1,674.00 1,674.00
105231	LOMMEN/ORVIN GENERAL FUND	330.00 330.00
105232	LOWE'S PRINTING INC COUNTY AGENT FUND	210.60 210.60
105233	MENARDS - MINOT COUNTY PARKS FUND	46.14 46.14
105234	MINOT RESTAURANT SUPPLY CO GENERAL FUND	493.95 493.95
105235	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	606.00 606.00
105236	NAPA AUTO PARTS COUNTY ROAD & BRIDGE FUND	18.99 18.99
105237	ND ASSN OF COUNTY ENGINEERS GENERAL FUND	150.00 150.00
105238	ND ASSOCIATION OF COUNTIES E 911 EMERGENCY/WIRELESS FUND	1,641.47 1,641.47
105239	ND ENVELOPE COMPANY GENERAL FUND	284.75 284.75
105240	ND STATE RADIO COMMUNICATIONS GENERAL FUND	480.00 480.00
105241	ND TRUCK WASH COUNTY ROAD & BRIDGE FUND	219.00 219.00
105242	NDSU - EXTENSION OFFICE COUNTY AGENT FUND	6,461.67 6,461.67
105243	NEW TOWN CITY COUNTY ROAD & BRIDGE FUND	52.00 52.00
105244	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	3,775.77 3,775.77
105245	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	808.69 808.69

105246	NORTH PRAIRIE RURAL WATER DISTRICT COUNTY ROAD & BRIDGE FUND	61.06 61.06
105247	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
105248	NOVA FIRE PROTECTION, INC. GENERAL FUND	240.00 240.00
105249	NUTRIEN AG SOLUTIONS WEED CONTROL FUND	63,000.00 63,000.00
105250	O'REILLY AUTO PARTS COUNTY ROAD & BRIDGE FUND	13.18 13.18
105251	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	817.10 323.59 183.76 183.12 126.63
105252	OLONIA/MORGAN COUNTY PARKS FUND	14,499.14 14,499.14
105253	ORTLOFF WATER DEPOT COUNTY ROAD & BRIDGE FUND	2,329.20 2,329.20
105254	OTTER TAIL POWER COMPANY GENERAL FUND	819.83 819.83
105255	PINNACLE GENERAL FUND	4,601.47 4,601.47
105256	PITNEY BOWES GLOBAL FINANCIAL SERVICES GENERAL FUND	668.58 668.58
105257	PORTH/THOMAS GENERAL FUND	140.44 140.44
105258	PRAIRIE FORD, INC. COUNTY ROAD & BRIDGE FUND	41,500.00 41,500.00
105259	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	254.62 254.62
105260	PURCHASE POWER GENERAL FUND	604.50 604.50
105261	QUADIENT FINANCE USA INC GENERAL FUND	645.98 645.98
105262	R & T WATER DISTRICT COUNTY PARKS FUND	94.55 94.55
105263	RADISSON HOTEL-BISMARCK GENERAL FUND	777.60 777.60
105264	RBL, INC COUNTY ROAD & BRIDGE FUND	192,230.00 192,230.00
105265	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	12,240.36 12,240.36
105266	RECORD KEEPERS, LLC GENERAL FUND	122.20 122.20
105267	RICHLAND PUMP & SUPPLY COUNTY ROAD & BRIDGE FUND	369.26 369.26

105268	RTC NETWORKS	6,856.48
	GENERAL FUND	6,070.67
	COUNTY ROAD & BRIDGE FUND	288.69
	COUNTY PARKS FUND	366.98
	COUNTY AGENT FUND	86.74
	WEED CONTROL FUND	43.40
105269	SAFARI FUELS #103	115.02
	GENERAL FUND	115.02
105270	SAUBER ENGINEERING, INC	154,645.46
	COUNTY ROAD & BRIDGE FUND	154,645.46
105271	SAVAGE WATER SOLUTIONS	1,456.59
	COUNTY ROAD & BRIDGE FUND	1,456.59
105272	SCHUMAIER/RANDI	209.25
	GENERAL FUND	209.25
105273	SOURIS RIVER TELECOMMUNICATIONS	168.00
	E 911 EMERGENCY/WIRELESS FUND	168.00
105274	STANLEY AUTO & TRUCK	1,156.89
	GENERAL FUND	354.26
	COUNTY ROAD & BRIDGE FUND	802.63
105275	STANLEY HARDWARE	771.78
	GENERAL FUND	636.52
	COUNTY ROAD & BRIDGE FUND	135.26
105276	STANLEY PROFESSIONAL BUILDING	650.00
	VETERAN'S SERVICE OFFICER FUND	650.00
105277	STANTEC CONSULTING SERVICES INC	452.50
	GENERAL FUND	452.50
105278	STATE TREASURER	5,761.00
	E 911 EMERGENCY/WIRELESS FUND	5,761.00
105279	STEIN/ETHAN	315.00
	GENERAL FUND	315.00
105280	SUMMIT FOOD SERVICE, LLC	2,897.98
	GENERAL FUND	2,897.98
105281	SWANSTON EQUIPMENT CORP	3,893.18
	COUNTY ROAD & BRIDGE FUND	3,893.18
105282	THE SIDWELL COMPANY	1,230.00
	GENERAL FUND	1,230.00
105283	THIESSEN/TIFFANY	42.00
	WEED CONTROL FUND	42.00
105284	THOMSON REUTERS-WEST PUBLISHING CORP.	180.59
	GENERAL FUND	180.59
105285	TIOGA CITY	4,350.00
	COUNTY ROAD & BRIDGE FUND	4,350.00
105286	TRACTOR SUPPLY COMPANY	2,458.07
	GENERAL FUND	56.99
	COUNTY ROAD & BRIDGE FUND	2,401.08
105287	TRAHAN/MARY	35.00
	COUNTY ROAD & BRIDGE FUND	35.00
105288	TRUENORTH STEEL	60,838.76
	COUNTY ROAD & BRIDGE FUND	60,838.76

105289	UNIFORM CENTER GENERAL FUND	101.95 101.95
105290	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND	2,257.45 2,172.66 84.79
105291	URAN/DAN GENERAL FUND	401.44 401.44
105292	VACHAL/MELISSA GENERAL FUND	258.00 258.00
105293	VERIZON CONNECT NWF, INC. COUNTY ROAD & BRIDGE FUND	777.12 777.12
105294	VERIZON WIRELESS GENERAL FUND E 911 EMERGENCY/WIRELESS FUND WEED CONTROL FUND	1,210.18 120.79 1,057.66 31.73
105295	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
105296	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	3,202.32 3,202.32
	FINAL TOTAL	903,102.06

K. BOARD CONCERNS

Discussion was held on the paint on vehicles. Neil’s Painting Insurance is having an overspray company come in and fix the vehicles on the premises.

Discussion was held on the recruitment efforts for State’s Attorney’s across the state. More discussion will be brought up to the Human Resource Advisory Committee (HRAC) meeting.

3. APPOINTMENT SCHEDULED

9:30 A.M.

Chairman Ruland opened the 9:30 A.M. public hearing for the purpose of receiving comments on an amendment to zoning request filed by Joe and Janell Bear to rezone a tract of land from Agricultural to Commercial for the purpose of operating a construction company for the following described property: a tract of land 3.10 acres more or less, known as Outlot 2 located in the NE1/4NE1/4 of Section 36, Township 153 North, Range 91 West **(Crane Creek Township)**.

Melissa Vachal, Planning & Zoning Administrator, presented the information from the September 26, 2022 Planning & Zoning Commission recommending to the Mountrail County Commissioners to approve the zoning request filed by Joe & Janell Bear.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the zoning request filed by Joe & Janell Bear for an amendment to change land zoned Agricultural to Commercial for the propose of operating a construction company on a tract of land 3.10 acres more or less, known as Outlot 2 located in the NE1/4NE1/4 of Section 36, Township 153 North, Range 91 West **(Crane Creek Township)** as Joe & Janell Bear have met all criteria as set forth in Article IV, Section III of the Mountrail County Zoning Ordinance and is further contingent upon Joe & Janell Bear complying with all other terms and conditions of the Mountrail County Zoning Ordinance. Upon roll call, all present voted yes. Motion carried.

9:40 A.M.

Madison Rodgers, Clerk of Court met with the board to discuss closing her office from 10 a.m. to 11 a.m. on October 19th while Chief Justice of the North Dakota Supreme Court, Jon Jensen, is at the Courthouse with phone calls being taken by the State’s Attorney’s Office.

9:50 A.M.

Kim Savage, Assessor met with the board to discuss abatements.

Moved by Comm. Rice, seconded by Comm. Uran, to approve the abatement on parcel #61-0038500 for the 2022 tax year due to qualifying for Homestead Credit as per the recommendation of Assessor Savage. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the abatement on parcel #61-0089934 for the 2021 tax year due to qualifying for Veteran's Credit prorated for 10 months as per the recommendation of Assessor Savage. Upon roll call, Rice, Ruland, Olson, Hollekim and Uran voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the abatement on parcel #61-0089934 for the 2022 tax year due to qualifying for Veteran's Credit as per the recommendation of Assessor Savage. Upon roll call, Uran, Rice, Olson, Hollekim and Ruland voted yes. Motion carried.

10:00 A.M.

Nichole Degenstein, Human Resource Director discussed the repayment of the Commercial Driver's License (CDL) training classes for the road workers.

Moved by Comm. Hollekim, seconded by Comm. Uran, to adopt the Employee Assistance Loan Agreement for repayment for CDL training for road workers. Upon roll call, Hollekim, Uran, Olson, Rice and Ruland voted yes. Motion carried.

10:15 A.M.

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

1. CR 15/BALANCING CHANGE ORDER #3

Moved by Comm. Uran, seconded by Comm. Rice, to approve signing the balancing change order #3 for Gratech with CR 15 totaling \$110,777.49. Upon roll call, Rice, Ruland, Olson, Uran and Hollekim voted yes. Motion carried.

2. BRIDGE NO. 31-106-25.0 WHITE EARTH CREEK

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the Right of Way values for cropland \$2,500 per acre, non-crop land \$1,100 per acre and temporary \$300 per acre for Bridge Project No. 31-106-25.0 based on the CR 9 data book. Upon roll call, Rice, Olson, Ruland, Uran and Hollekim voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Rice, to approve bidding for Bridge Project No. 31-106-25.0 located on 53rd St NW over the White Earth Creek in Section 3 of Unorganized Township 154-94. Upon roll call, all present voted yes. Motion carried.

3. ENERBASE COOPERATIVE RESOURCES/PLAZA SHOP

Moved by Comm. Rice, seconded by Comm. Olson, to approve signing the Enerbase Petroleum Department contract for propane at the Plaza shop. Upon roll call, Olson, Rice, Ruland, Hollekim and Uran voted yes. Motion carried.

4. GRAVEL CRUSHING AGREEMENT

Moved by Comm. Uran, seconded by Comm. Olson, to approve signing the gravel crushing agreement with Aggregate Construction at the Lee Pit located in Section 18, Township 153 North Range 87 West. Upon roll call, Ruland, Hollekim, Uran, Olson and Rice voted yes. Motion carried.

5. FEDERAL AID PROGRAM 2023

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve adding the 2023 Chip seal projects to the Federal Aid Program. Upon roll call, Ruland, Uran, Hollekim, Rice and Olson voted yes. Motion carried.

6. 41ST ST NW-AMENDMENT TO OWNER-ENGINEER AGREEMENT

Moved by Comm. Rice, seconded by Comm. Hollekim, to approve the contract amendment for Right of Way acquisitions and the basic data book with Ackerman Estvold for 41st St NW, CR 3 and CR 10. Upon roll call, Rice, Ruland, Olson, Uran and Hollekim voted yes. Motion carried.

7. TRANSPORTATION ROAD ADVISORY COMMITTEE TRAC

Engineer Hennessy discussed the recommendation of the approved advisors on the board for the Transportation Road Advisory Committee (TRAC).

4. ADJOURN

The Board adjourned at 11:09 A.M. to meet in regular session on Tuesday, November 1, 2022 at 9:00 A.M.
Accepted and approved this 1st day of November, 2022.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor