

1. OPENING & ROLL CALL

The Board met in regular session on Thursday, October 7, 2021 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. Hollekim, to review and approve the agenda. Upon roll call, all present voted yes. Motion carried.

B. MINUTES

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the minutes of the September 21, 2021 and September 22, 2021 special meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

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

D. PAYROLL

Moved by Comm. Olson, seconded by Comm. Rice, to approve the regular full time employee classification for Moesha Dixon as a Dispatcher in the amount of \$3,712.50 per month/\$44,550 per year effective October 1, 2021. Upon roll call, Rice, Uran, Olson, Hollekim and Ruland voted yes. Motion carried.

Comm. Hollekim thanked Wade Enget, State's Attorney for his expertise on the evaluation for Madison Rodgers. Comm. Hollekim would like to accommodate a leadership program for all Department Heads.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the six month evaluation for Madison Rodgers, Clerk of Court. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Uran, to approve the sick/vacation leave for appointed officials for August 15th to September 18th. Upon roll call, all present voted yes. Motion carried.

E. TRANSFER

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the transfer from 2013 Flood Disaster Fund to the County Road & Bridge Fund totaling \$11,410.99. Upon roll call, Ruland, Uran, Olson, Rice and Hollekim voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the transfer from 2014 Flood Disaster Fund to the County Road & Bridge Fund totaling \$2,778.48. Upon roll call, Olson, Rice, Uran, Hollekim and Ruland voted yes. Motion carried.

F. GAMING AUTHORIZATION

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the gaming site authorization for Badlands Rescue to conduct pull tabs at Sneak Creek Saloon. Upon roll call, all present voted yes. Motion carried.

G. NDSF

Moved by Comm. Hollekim, seconded by Comm. Uran, to appoint Lynnette Vachal as the delegate to represent Mountrail County for the North Dakota State Fair. Upon roll call, all present voted yes. Motion carried.

H. BEER & LIQUOR

Moved by Comm. Olson, seconded by Comm. Uran, to approve the beer & liquor transfer for Belden Chuckwagon LLC from Kubas Investments to Robin D Patch. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to un-table the request for an on-sale liquor license for the Belden Chuckwagon LLC. Upon roll call, all present voted yes. Motion carried.

Wade Enget, State’s Attorney stated the Belden Chuckwagon LLC is licensed as a convenience store not a restaurant. Attorney Enget suggested the Board make revisions to the County liquor resolution-to clarify rules for consumption of alcohol on the premises.

Moved by Comm. Uran, seconded by Comm. Rice, to deny the on-sale liquor license for the Belden Chuckwagon LLC due to not fulfilling the requirements of having adequate space and 50% of the prepared meals are not consumed on the premises. Upon roll call, all present voted yes. Motion carried.

I. BASEMENT REMODEL

Discussion was held on the contract with Dittbrenner Woodworking LLC for the remodeling of the basement. Brad Ellis, Building Supervisor discussed the door issues and mentioned the doors will need to be returned and reordered which will cause a delay in the project. Building Supervisor Ellis will continue to work with HA Thompson on adding heat to the west jail cells and will do self-plumbing, if allowed, or hire a contractor to remove plumbing in the vacated west jail cell.

The Commissioners agreed to send a letter to Pella Windows on the dissatisfaction of the windows installed in the basement remodel.

J. TAX DEED APPRAISALS

Moved by Comm. Hollekim, seconded by Comm. Rice, to adopt minimum appraisal prices on tax deed sale properties to be offered for sale on November 16, 2021. Upon roll call, Ruland, Hollekim, Uran, Olson and Rice voted yes. Motion carried.

K. MEMORIAL BUILDING ENGINEER QUOTES

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the quote for the Memorial Building geotechnical engineering services from Material Testing Services, LLC totaling \$3,656. Upon roll call, Rice, Ruland, Olson, Hollekim and Uran voted yes. Motion carried.

Discussion was held on leaving the current office that the Tax Director is utilizing for a temporary location for the Memorial Building office(s) during the remodel process.

L. OPIOID SETTLEMENT

Moved by Comm. Olson, seconded by Comm. Uran, to approve authorizing the State’s Attorney to make the necessary contacts to register for the National Opioid Settlement against the three pharmaceutical distributors consisting of McKesson, Cardinal Health and AmerisourceBergen, and one manufacturer, Janssen Pharmaceuticals, Inc. Upon roll call, all present voted yes. Motion carried.

M. BILLS

Moved by Comm. Rice, seconded by Comm. Olson, to approve the bills totaling \$1,649,867.46 and September payroll, checks #11268-11283, direct deposit #14897-15061 totaling \$1,027,960.59. Upon roll call, Uran, Hollekim, Olson, Rice, 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 10/07/2021 - PAYMENT 10/07/2021

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
102342	A&W TOWING & RECOVERY, INC.	250.00
	GENERAL FUND	250.00

102343	ADVANCED BUSINESS METHODS GENERAL FUND COUNTY ROAD & BRIDGE FUND	2,542.33 2,472.33 70.00
102344	AMERICAN BANK CENTER GENERAL FUND HUMAN SERVICE ZONE	3,771.48 471.72 3,299.76
102345	AMERICAN TRUCK AND TRAILER, LLC COUNTY ROAD & BRIDGE FUND	7.19 7.19
102346	ANDEAVOR FIELD SERVICES, LLC COUNTY ROAD & BRIDGE FUND	7,000.00 7,000.00
102347	ARAMARK UNIFORM SERVICES GENERAL FUND	156.24 156.24
102348	ARMOR INTERACTIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND	6,507.95 2,718.37 3,789.58
102349	AVI SYSTEMS, INC GENERAL FUND	3,939.35 3,939.35
102350	BADLANDS OCCUPATIONAL TESTING SERVICES HUMAN SERVICE ZONE	1,292.00 1,292.00
102351	BATTERIES PLUS BULBS #639 GENERAL FUND	287.80 287.80
102352	BOB HAYES ADDICTION SERVICES HUMAN SERVICE ZONE	4,635.00 4,635.00
102353	BORDER PLAINS EQUIPMENT LLC. COUNTY PARKS FUND	1,137.63 1,137.63
102354	BURKE COUNTY TRIBUNE HUMAN SERVICE ZONE	48.00 48.00
102355	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	1,997.21 1,997.21
102356	CENTRAL SPECIALTIES, INC. COUNTY ROAD & BRIDGE CAPITAL PROJECTS	1,253,579.31 1,253,579.31
102357	CHARM-TEX, INC. GENERAL FUND	114.07 114.07
102358	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	6,059.80 311.53 272.50 5,475.77
102359	CITY OF NEW TOWN COUNTY ROAD & BRIDGE FUND	1,929.08 1,929.08
102360	CITY OF STANLEY GENERAL FUND WEED CONTROL FUND	2,667.00 2,584.43 82.57
102361	CORPORATE TRANSLATION SERVICES INC HUMAN SERVICE ZONE	4.67 4.67
102362	CREATIVE CONCRETE COUNTY ROAD & BRIDGE FUND	26,902.50 26,902.50
102363	CRUMMIE/KAITLYN	637.24

	HUMAN SERVICE ZONE	637.24
102364	D & L CONSTRUCTION, INC	1,200.00
	COUNTY ROAD & BRIDGE FUND	780.00
	COUNTY PARKS FUND	420.00
102365	DAKOTA BUSINESS SOLUTIONS	440.00
	GENERAL FUND	440.00
102366	DENNIS/MARY	11.45
	HUMAN SERVICE ZONE	11.45
102367	DMC WEAR PARTS LLC	17,753.76
	COUNTY ROAD & BRIDGE FUND	17,753.76
102368	EAPC ARCHITECTS ENGINEERS	49,933.98
	GENERAL FUND	49,933.98
102369	EKNESS/KELLIE A	82.78
	HUMAN SERVICE ZONE	82.78
102370	ELLVANGER/LINDSEY	13.00
	GENERAL FUND	13.00
102371	ENGET/WADE	60.50
	GENERAL FUND	60.50
102372	FAIRFIELD INN & SUITES BY MARRIOTT	75.00
	HUMAN SERVICE ZONE	75.00
102373	FARMERS UNION OIL CO-WATFORD CITY	1,004.74
	HUMAN SERVICE ZONE	1,004.74
102374	FENSTER/KAYLA	504.00
	HUMAN SERVICE ZONE	504.00
102375	FIRE EXTINGUISHING SYSTEMS, INC	464.85
	GENERAL FUND	464.85
102376	FIRST DISTRICT HEALTH UNIT	100.00
	COUNTY PARKS FUND	100.00
102377	FRITEL CONSTRUCTION, INC.	8,003.30
	COUNTY ROAD & BRIDGE FUND	8,003.30
102378	GAFFANEYS OF MINOT INC	1,020.74
	GENERAL FUND	992.62
	HUMAN SERVICE ZONE	28.12
102379	GLOBAL SAFETY NETWORK, INC	47.00
	GENERAL FUND	47.00
102380	GRILLEY/CANDICE	75.00
	HUMAN SERVICE ZONE	75.00
102381	H.A.THOMPSON & SONS INC	156.09
	GENERAL FUND	156.09
102382	HARRISON/SADIE M	128.59
	HUMAN SERVICE ZONE	128.59
102383	HERMANSON/NANCY	26.60
	HUMAN SERVICE ZONE	26.60
102384	HIGHLINE WATER LLC	1,500.00
	COUNTY ROAD & BRIDGE FUND	1,500.00
102385	HOME OF ECONOMY	291.89

	COUNTY ROAD & BRIDGE FUND	291.89
102386	INDIGO SIGNWORKS, INC COUNTY ROAD & BRIDGE FUND	1,620.00 1,620.00
102387	INFORMATION TECHNOLOGY DEPT HUMAN SERVICE ZONE	50.00 50.00
102388	JERRY'S SEPTIC SERVICE COUNTY PARKS FUND	5,400.00 5,400.00
102389	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	1,201.42 1,201.42
102390	JPMORGAN CHASE BANK NA GENERAL FUND HUMAN SERVICE ZONE	206.42 14.00 192.42
102391	K SQUARED ELECTRIC INC COUNTY ROAD & BRIDGE FUND	2,358.85 2,358.85
102392	KADRMAS, LEE & JACKSON INC COUNTY ROAD & BRIDGE FUND	28,000.00 28,000.00
102393	KINNEY/SHELLY HUMAN SERVICE ZONE	131.70 131.70
102394	LAPICA/JOANNE COUNTY ROAD & BRIDGE FUND	43,264.69 43,264.69
102395	LAPICA/KEVIN COUNTY ROAD & BRIDGE FUND	43,264.69 43,264.69
102396	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	414.43 414.43
102397	LOMMEN/ORVIN HUMAN SERVICE ZONE	1,540.00 1,540.00
102398	LONIER/RACHEL HUMAN SERVICE ZONE	42.66 42.66
102399	MCKESSON MEDICAL-SURGICAL GENERAL FUND	156.07 156.07
102400	MEIERS OIL INC GENERAL FUND	36.36 36.36
102401	MENARDS - MINOT GENERAL FUND	141.57 141.57
102402	MILLS/JAMIE HUMAN SERVICE ZONE	210.56 210.56
102403	MONTANA DAKOTA UTILITIES CO GENERAL FUND	8,683.38 8,683.38
102404	MOUNTRAIL COMMUNITY FOOD PANTRY HUMAN SERVICE ZONE	1,000.00 1,000.00
102405	MOUNTRAIL COUNTY PROMOTER HUMAN SERVICE ZONE	428.45 428.45
102406	MOUNTRAIL COUNTY VICTIM GENERAL FUND	6,200.00 6,200.00
102407	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND	11,772.79 31.20

	COUNTY ROAD & BRIDGE FUND	177.55
	COUNTY PARKS FUND	11,564.04
102408	ND ASSOCIATION OF COUNTIES GENERAL FUND	63.00 63.00
102409	ND DEPT OF TRANSPORTATION COUNTY ROAD & BRIDGE FUND	4,714.72 4,714.72
102410	ND ENVELOPE COMPANY GENERAL FUND	197.25 197.25
102411	ND SURPLUS PROPERTY GENERAL FUND	30.00 30.00
102412	NELSON/CAROL HUMAN SERVICE ZONE	83.48 83.48
102413	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	111.22 111.22
102414	NORTH PRAIRIE RURAL WATER DISTRICT COUNTY ROAD & BRIDGE FUND	92.51 92.51
102415	NORTHERN PUMP & COMPRESSION, INC COUNTY ROAD & BRIDGE FUND	1,723.05 1,723.05
102416	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	2,230.04 1,391.62 89.57 682.74 66.11
102417	PEPPER BALL GENERAL FUND	538.00 538.00
102418	PINNACLE HUMAN SERVICE ZONE	203.15 203.15
102419	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	146.30 146.30
102420	PLAZA RURAL FIRE DIST #1 CO. HAZARDOUS CHEMICAL ACCOUNT FUND	5,741.07 5,741.07
102421	POMP'S TIRE SERVICE COUNTY ROAD & BRIDGE FUND	16,028.44 16,028.44
102422	PORTH/THOMAS GENERAL FUND	28.00 28.00
102423	PRAIRIE FORD, INC. GENERAL FUND	56.82 56.82
102425	PRINGLE & HERIGSTAD, PC GENERAL FUND	520.00 520.00
102426	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	887.19 887.19
102427	PROFESSIONAL PAVEMENT PRODUCTS, INC COUNTY ROAD & BRIDGE FUND	9,557.00 9,557.00
102428	QUADIENT FINANCE USA INC GENERAL FUND	1,511.88 1,511.88
102429	QUADIENT LEASING GENERAL FUND	180.57 180.57

102430	QUALITY INN GENERAL FUND	345.60 345.60
102431	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	4,420.00 4,420.00
102432	RESERVATION TELEPHONE GENERAL FUND	11,056.58 11,056.58
102433	RMC GENERAL FUND	2,750.00 2,750.00
102434	ROSSELIT/ELLEN HUMAN SERVICE ZONE	220.00 220.00
102435	RYAN CHEVROLET GENERAL FUND	1,483.37 1,483.37
102436	RYAN GMC COUNTY ROAD & BRIDGE FUND	1,691.59 1,691.59
102437	SCHOCK'S SAFE & LOCK INC COUNTY ROAD & BRIDGE FUND	179.95 179.95
102438	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	220.34 -21.21 278.76 -37.21
102439	STANLEY HARDWARE GENERAL FUND HUMAN SERVICE ZONE	13.97 10.98 2.99
102440	STANLEY SCHOOL DIST #2 HUMAN SERVICE ZONE	17.00 17.00
102441	STAPLES, INC. AND SUBSIDIARIES GENERAL FUND	8.66 8.66
102442	STEINS INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,802.82 352.91 1,449.91
102443	SUMMIT FOOD SERVICE, LLC GENERAL FUND	5,460.29 5,460.29
102444	THE KENMARE NEWS, INC HUMAN SERVICE ZONE	56.00 56.00
102445	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND	3,887.47 3,699.99 187.48
102446	TRUENORTH STEEL COUNTY ROAD & BRIDGE FUND	206.25 206.25
102447	TUCKER/JESSICA A HUMAN SERVICE ZONE	111.30 111.30
102448	ULINE COUNTY ROAD & BRIDGE FUND	531.63 531.63
102449	VERIZON WIRELESS GENERAL FUND	42.26 42.26
102450	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00

102451	WESTERN DAKOTA ENERGY ASSOCIATION GENERAL FUND	95.00 95.00
102452	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	275.64 275.64
102453	WHITAKER/HILLARY GENERAL FUND HUMAN SERVICE ZONE	112.39 11.00 101.39
102454	WHITE EARTH TOWNSHIP COUNTY ROAD & BRIDGE FUND	2,552.50 2,552.50
	FINAL TOTAL	\$ 1,649,867.46

3. APPOINTMENT SCHEDULED

9:15 A.M.

Melissa Vachal, Recorder & Planning & Zoning Administrator met with the board to discuss the purchase of a new copy machine out of Document Preservation Fund.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the purchase of a new copy machine from Advanced Business Methods totaling \$10,467 from the Document Preservation Fund. Upon roll call, Ruland, Rice, Olson, Uran and Hollekim voted yes. Motion carried.

9:20 A.M.

Lynnette Vachal, NDSU Extension Agent discussed the waiver of fees at the Plaza Complex for the use of 4H activities and state meetings. Extension Agent Vachal also discussed the purchase or the lease of a new copy machine at the South Complex that she will bring back to the next commissioner meeting.

Moved by Comm. Olson, seconded by Comm. Rice, to approve waiving the Plaza South Complex rental fees for all County Departments and County related activities and for townships, cities, schools, fire districts, and ambulance districts within Mountrail County. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

9:30 A.M.

Corey Bristol, Sheriff & Disaster Emergency Coordinator along with Carron Day, Community Planner with Stantec spoke concerning the Mountrail County Multi-Hazard Mitigation Plan.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve sending the draft for the Mountrail County Multi-Hazard Mitigation Plan to the State of North Dakota. Upon roll call, all present voted yes. Motion carried.

10:00 A.M.

Discussion was held on the 2022 Final Budget Hearing for the County. Also present were Melissa Vachal, Lori Hanson, Corey Bristol, Laurie Johnson, and Lynnette Vachal.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the 2022 Final Budget for Mountrail County. Upon roll call, Uran, Hollekim, Ruland, Olson and Rice voted yes. Motion carried.

10:15 A.M.

Scott Duerre, Road Superintendent met to discuss Road & Bridge. Also present were Austin Becker & Justin Ahmann with Ackerman & Estvold.

1. 41ST ST NW/ACKERMAN ESTVOLD

Superintendent Duerre along with Austin Becker and Justin Ahmann with Ackerman Estvold discussed the scope of work on 41st St NW consisting of 1.2 miles. Comm. Uran asked about relocation of power lines on 41st St NW located within the City of New Town. Engineer Ahmann stated these power poles should not have to be removed.

Consensus of the Board was to approve moving forward with the preliminary engineering on 41st St NW with the intent of paving the 1.2 mile stretch of roadway. Ackerman Estvold would present an engineering services agreement for consideration by the County and New Town City. Also, a joint agreement with the City of New Town and the County would be drafted for the .3 mile section of this roadway that is shared between the two entities. The Board agreed that RM Hoef & Associates Inc. be contacted to start the appraisal process for right of way acquisitions.

2. CR17-DAMAGES TO PAVEMENT

Superintendent Duerre discussed the damages to the pavement due to an accident on CR 17 by 31st St NW. Wade Enget, State's Attorney stated a signed letter or agreement should be obtained from Mongoose Trucking and Hot Shot LLC agreeing to pay ~~to~~ repair costs for the damages on CR 17 by 31st St NW.

Moved by Comm. Uran, seconded by Comm. Olson, to approve proceeding with emergency repairs on the damages that occurred on CR 17 from Mongoose Trucking and Hot Shot LLC due to time constraints to fix the damages before cold weather sets in. Upon roll call, Olson, Rice, Ruland, Hollekim and Uran voted yes. Motion carried.

3. DUST CONTROL TANKER

Superintendent Duerre discussed the quotes for the dust control tanker from Bosselman Tank & Trailer and Siouxland Trailer Sales.

Moved by Comm. Uran, seconded by Comm. Rice, to approve the quote from Siouxland Trailer Sales totaling \$67,325. Upon roll call, Hollekim, Rice, Ruland, Olson and Uran voted yes. Motion carried.

11:45 A.M.

Discussion was held on the COVID-19 with no changes. Corey Bristol, Sheriff stated the rapid test for COVID-19 is available for employees in his office.

4. ADJOURN

The Board adjourned at 12:17 P.M. to meet in regular session on Tuesday, October 19, 2021 at 9:00 A.M. Accepted and approved this 19th day of October, 2021.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor