

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, September 20, 2022 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. Uran, 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. Uran, to approve the minutes of the September 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 Overweight fines through August 31, 2022 and August fees for Clerk of Court and Sheriff’s Office. Upon roll call, Ruland, Hollekim, Uran, Rice and Olson 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. Olson, seconded by Comm. Rice, to approve the regular full-time employee classification for Kandie Beasley with the Human Service Zone as a parent aide in the amount of \$3,813 per month/\$45,760 per year. Upon roll call, Hollekim, Uran, Rice, Olson and Ruland voted yes. Motion carried.

E. ND STATE FAIR DELEGATE

Moved by Comm. Rice, seconded by Comm. Olson, to approve the appointment of Lynnette Vachal as the ND State Fair Delegate. Upon roll call, all present voted yes. Motion carried.

F. JOINT POWERS AGREEMENT

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve signing the joint powers agreement for Water Resource District and Job Development Authority for funding the taxing entities with General Fund monies for the 2023 budget year. Upon roll call, Olson, Uran, Rice, Hollekim and Ruland voted yes. Motion carried.

G. REVIEW FINANCIALS & 2023 BUDGETS

Stephanie A. Pappa, Auditor reviewed the 2022 financials and discussed the 2023 budgets.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve transferring the amount of \$200,000 from the General Rural Fire and Ambulance District Fund to the County Hazardous Chemical Fund for emergency services equipment. Upon roll call, Olson, Uran, Hollekim, Ruland and Rice voted yes. Motion carried.

H. BILLS

Moved by Comm. Olson, seconded by Comm. Uran, to approve the bills totaling \$1,736,534.20. 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 09/20/2022 - PAYMENT 09/20/2022

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
104982	A&W TOWING & RECOVERY, INC.	600.00

	GENERAL FUND	600.00
104983	ACME TOOLS WEED CONTROL FUND	51,223.84 51,223.84
104984	ARAMARK UNIFORM SERVICES GENERAL FUND	184.53 184.53
104985	ARMOR INTERACTIVE GENERAL FUND DOCUMENT PRESERVATION FUND	8,175.86 7,635.86 540.00
104986	ARMSTRONG SANITATION COUNTY PARKS FUND	260.00 260.00
104987	BLIND ALLEY GENERAL FUND	10,315.00 10,315.00
104988	BORDER PLAINS EQUIPMENT LLC. COUNTY PARKS FUND	1,009.19 1,009.19
104989	BROSZ ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	875.00 875.00
104990	CARD SERVICES WEED CONTROL FUND	16.76 16.76
104991	CHARM-TEX, INC. GENERAL FUND	687.46 687.46
104992	CITY OF NEW TOWN COUNTY ROAD & BRIDGE FUND	316.96 316.96
104993	CITY OF POWERS LAKE COUNTY ROAD & BRIDGE FUND	1,302.84 1,302.84
104994	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	3,920.00 3,920.00
104995	CRAFT ELECTRIC, INC. GENERAL FUND	2,993.95 2,993.95
104996	CULLIGAN WATER CONDITIONING COUNTY PARKS FUND	220.00 220.00
104997	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND	21,957.05 21,957.05
104998	DAKOTA DRUG CO GENERAL FUND	531.14 531.14
104999	DAKOTA DUST-TEX, INC GENERAL FUND	385.50 385.50
105000	DEPT OF CORRECTIONS & REHAB GENERAL FUND	150.00 150.00
105001	DMC WEAR PARTS LLC COUNTY ROAD & BRIDGE FUND	6,800.00 6,800.00
105002	DUSTBUSTERS, INC. COUNTY ROAD & BRIDGE FUND	161,410.90 161,410.90
105003	ENERBASE GENERAL FUND COUNTY ROAD & BRIDGE FUND	23,797.18 1,642.06 22,155.12
105004	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	3,952.27 3,952.27

105005	ESTATE OF EDWARD S KRIEGER COUNTY ROAD & BRIDGE CAPITAL PROJECTS	3,091.75 3,091.75
105006	FAO-USAED OMAHA DISTRICT COUNTY ROAD & BRIDGE CAPITAL PROJECTS	1,100.00 1,100.00
105007	FARMERS UNION OIL CO-WILTON GENERAL FUND	90.49 90.49
105008	GJELLSTAD, LLC GENERAL FUND	10,000.00 10,000.00
105009	GRATECH COMPANY COUNTY ROAD & BRIDGE CAPITAL PROJECTS	884,020.38 884,020.38
105010	H.A.THOMPSON & SONS INC GENERAL FUND	210.00 210.00
105011	HITS, INC GENERAL FUND	590.00 590.00
105012	HOLLEKIM/JOAN GENERAL FUND	70.00 70.00
105013	HOME OF ECONOMY COUNTY ROAD & BRIDGE FUND	49.15 49.15
105014	INFORMATION TECHNOLOGY DEPT GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	6,714.80 3,274.26 3,440.54
105015	JAMES HILL TOWNSHIP COUNTY ROAD & BRIDGE FUND	18,356.25 18,356.25
105016	JOE GULLICKSON CONTRACTING GENERAL FUND	1,250.00 1,250.00
105017	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,813.26 774.69 1,038.57
105018	JOHNSON AUTO BODY INC GENERAL FUND	6,127.53 6,127.53
105019	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	4,492.27 535.17 2,790.77 475.00 691.33
105020	JUMA/SAMMY COUNTY PARKS FUND	900.00 900.00
105021	KOHLER COMMUNICATIONS INC COUNTY ROAD & BRIDGE FUND	1,511.50 1,511.50
105022	KULCZYK/JOHNNY D, TRUSTEE COUNTY ROAD & BRIDGE CAPITAL PROJECTS	1,166.25 1,166.25
105023	L-TRON CORPORATION GENERAL FUND	205.00 205.00
105024	LIGHT AND SIREN COUNTY ROAD & BRIDGE FUND	2,209.20 2,209.20
105025	MATTHEW BENDER & CO INC GENERAL FUND	46.43 46.43

105026	MEIERS OIL INC WEED CONTROL FUND	19.98 19.98
105027	MENARDS - MINOT GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	1,475.36 496.77 781.50 197.09
105028	MIRACLE RECREATION EQUIP CO COUNTY PARKS FUND	2,298.45 2,298.45
105029	MO CO FAIR BOARD GENERAL FUND	60,000.00 60,000.00
105030	MOE/JOHN M. COUNTY ROAD & BRIDGE CAPITAL PROJECTS	57,157.00 57,157.00
105031	MOTOROLA SOLUTIONS INC CO. HAZARDOUS CHEMICAL ACCOUNT FUND	7,134.40 7,134.40
105032	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	1,422.60 1,422.60
105033	MY TURN PLAYSYSTEMS COUNTY PARKS FUND	3,228.00 3,228.00
105034	ND DEPT OF TRANSPORTATION COUNTY ROAD & BRIDGE FUND	4,930.40 4,930.40
105035	ND TRUCK WASH COUNTY ROAD & BRIDGE FUND	55.00 55.00
105036	NDDHS FISCAL ADMINISTRATION GENERAL FUND	57.92 57.92
105037	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	21,726.55 21,726.55
105038	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
105039	NUTRIEN AG SOLUTIONS WEED CONTROL FUND	4,798.20 4,798.20
105040	O-DAY EQUIPMENT LLC COUNTY ROAD & BRIDGE FUND	805.44 805.44
105041	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,293.79 823.63 403.61 66.55
105042	OTTER TAIL POWER COMPANY GENERAL FUND	1,125.06 1,125.06
105043	PEARL VALLEY OILFIELD SERVICE & RENTALS COUNTY ROAD & BRIDGE FUND	300.00 300.00
105044	PINNACLE GENERAL FUND COUNTY ROAD & BRIDGE FUND	65,818.89 4,779.77 61,039.12
105045	PINNACLE-AGRONOMY DEPARTMENT WEED CONTROL FUND	54.10 54.10
105046	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	6.99 6.99
105047	POMP'S TIRE SERVICE	2,581.12

	COUNTY ROAD & BRIDGE FUND	2,581.12
105048	PRAIRIE FORD, INC. GENERAL FUND	85.83 85.83
105049	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	2,063.66 2,063.66
105050	PURCHASE POWER GENERAL FUND	4,038.50 4,038.50
105051	R & T WATER DISTRICT COUNTY ROAD & BRIDGE CAPITAL PROJECTS COUNTY PARKS FUND	41,936.00 41,783.70 152.30
105052	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	13,597.20 13,597.20
105053	RTC NETWORKS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND COUNTY AGENT FUND WEED CONTROL FUND	10,400.12 9,609.03 290.22 370.26 87.23 43.38
105054	SAFARI FUELS #103 GENERAL FUND	606.17 606.17
105055	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	135,868.17 135,868.17
105056	SELECT ENERGY SERVICES COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
105057	SHARE CORPORATION GENERAL FUND	234.46 234.46
105058	SORENSEN/FRED COUNTY ROAD & BRIDGE CAPITAL PROJECTS	11,432.75 11,432.75
105059	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	168.00 168.00
105060	SRF CONSULTING GROUP, INC GENERAL FUND	1,111.11 1,111.11
105061	STANLEY AUTO & TRUCK COUNTY ROAD & BRIDGE FUND	129.85 129.85
105062	STANLEY HARDWARE GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,771.03 966.39 737.69 66.95
105063	STANLEY LUMBER SUPPLY GENERAL FUND	517.33 517.33
105064	STANLEY PROFESSIONAL BUILDING VETERAN'S SERVICE OFFICER FUND	650.00 650.00
105065	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	342.98 342.98
105066	STERN/CHERYL COUNTY ROAD & BRIDGE CAPITAL PROJECTS	4,049.50 4,049.50
105067	STUTSMAN COUNTY AUDITOR GENERAL FUND	114.00 114.00

105068	SUMMIT FOOD SERVICE, LLC GENERAL FUND	5,994.67 5,994.67
105069	THE SIDWELL COMPANY GENERAL FUND	180.00 180.00
105070	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	180.59 180.59
105071	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND WEED CONTROL FUND	1,501.51 56.99 890.47 91.98 462.07
105072	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	3,698.23 2,567.62 462.63 667.98
105073	VERIZON CONNECT NWF, INC. COUNTY ROAD & BRIDGE FUND	777.12 777.12
105074	VERIZON WIRELESS GENERAL FUND E 911 EMERGENCY/WIRELESS FUND WEED CONTROL FUND	1,164.23 73.95 1,058.53 31.75
105075	WARNE CHEMICAL & EQUIP CO WEED CONTROL FUND	287.25 287.25
105076	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	1,176.00 1,176.00
105077	701 SCRAP LLC GENERAL FUND	9,940.00 9,940.00
	FINAL TOTAL	1,736,534.20

I. BOARD CONCERNS

Discussion was held on the gift baskets that were donated by county officials for the ND Association of Counties Conference. It was suggested to donate the baskets from Mountrail County to the NDACo staff. County Recorder, Melissa Vachal, commented she puts two baskets together and would make sure one of the baskets is designated for NDACo staff.

The Board recognized and thanked the custodial staff, Upper Missouri District Health Unit (UMDHU) staff and the Mountrail McKenzie County Human Service Zone employees for the moving of the Memorial Building to the Carquest building.

3. APPOINTMENT SCHEDULED

8:30 A.M.

The Upper Missouri District Health Unit Budget hearing telephone conference for the 2023 budget was held in conjunction with Divide County, McKenzie County, and Williams County Commissioners.

The 2023 Upper Missouri District Health Unit Budget was approved by the respective boards.

9:00 A.M.

Brad Ellis, Building Supervisor met with the board to give updates on the County Building projects. Building Supervisor Ellis discussed the sound system in the Carquest Building. Building Supervisor Ellis will look into RTC to install the sound system.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve amending the contract with HA Thompson for two change orders for the finishing work from the HVAC remodel from Missouri River Contracting totaling \$73,850 and Oxentenko, Inc totaling \$9,975 subject to no other additional or markup fees applied from HA

Thompson. Upon roll call, Uran, Rice, Olson, Hollekim and Ruland voted yes. Motion carried. In addition, Comm. Ruland mentioned HA Thompson should be responsible for any repairs associated with their errors.

Moved by Comm. Olson, seconded by Comm. Uran, to approve listing the mobile home located on county owned property described as Outlot 9 of SWSW of Section 16, Township 152, Range 92 (Osborn Township) with Reynolds Realty with the mobile home sold as is and to be moved off site. Upon roll call, Uran, Olson, Hollekim, Rice and Ruland voted yes. Motion carried.

9:30 A.M.

Chairman Ruland opened the 9:30 A.M. public hearing for the second reading of the Mountrail County Land Development Code (LDC). No written comments were received and no one voiced any comments on the LDC.

Melissa Vachal, Planning & Zoning Administrator reviewed the changes that were presented at the Planning & Zoning board and County Commissioners joint meeting held on August 22nd.

Moved by Comm. Uran, seconded by Comm. Olson, to approve adopting the Mountrail County Land Development Code. Upon roll call, Rice, Ruland, Hollekim, Uran and Olson voted yes. Motion carried.

9:50 A.M.

Kristin Jaeger and Briselda Hernandez with Job Development Board met with the board to discuss the budget for 2023 year. Discussion was held on doing an amendment to the 2022 budget for replenishing the revolving loan fund. Kristin Jaeger and Briselda Hernandez will meet with the board before the year end to request amending the budget for the 2022 year.

10:00 A.M.

Warren Bogert, Disaster Emergency Services (DES) Administrator along with Carron Day with Stantec Consulting met with the board to adopt the final multi-hazard mitigation plan.

Moved by Comm. Hollekim, seconded by Comm. Uran, to adopt the Multi-Hazard Mitigation Plan for Mountrail County. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

10:15 A.M.

Jessica Niemitalo, Treasurer met with the board to discuss a certificate of deposit (CD) renewal of \$5 million.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the CD renewal of \$5 million with Bravera Bank for 12 months. Upon roll call, Olson, Rice, Hollekim, Ruland and Uran voted yes. Motion carried.

10:30 A.M.

Jim Gray, NDSU West District Extension Director met with the board to discuss Lynnette Vachal, Extension Agents salary for the 2023 budget year. Comm. Ruland discussed the salary chart for the Mountrail County employees vs. the NDSU extension agent. The salaries are significantly different. NDSU Extension Director Gray stated NDSU has been working to increase the salaries for the extension agents. Comm. Hollekim wondered if the county would be able to pay the difference in the salary. Jim Gray suggested talking to the legislators to get the raises changed. The commissioners were all in agreement to have Jim Gray present to the NDSU Board to offer a stipend for Lynnette Vachal to be paid by the County. The estimated cost of the stipend would be \$20,000 for the 2023 budget year to bring the extension salary in line with salaries paid to Mountrail County employees.

10:40 A.M.

Discussion was held on the 2023 Preliminary Budget Hearing for the County. Also present were Melissa Vachal, Laurie Johnson, Lori Hanson, Eric Jaeger, Jay Sandstrom, Lynnette Vachal and Mary Trahan.

Moved by Comm. Hollekim, seconded by Comm. Uran, to open the 2023 Preliminary Budget Hearing. Upon roll call, all present voted yes. Motion carried.

The Board reviewed the preliminary budget for the county budgets for 2023. No further comments were received.

Moved by Comm. Uran, seconded by Comm. Rice, to close the 2023 Preliminary Budget Hearing for the County. Upon roll call, all present voted yes. Motion carried.

10:50 A.M.

Scott Duerre, Road & Bridge (R&B) Superintendent met to discuss Road & Bridge.

1. CITY OF WHITE EARTH & CR 6 AMENDMENT FOR WHITE EARTH FINAL DESIGN

Superintendent Duerre presented a contract amendment from HDR Engineering for professional engineering services for a final design of the alignments of the CR 6 Roadway Improvement project. The project will be extended to include CR 6 from the County Line (102nd Avenue NW) east and south approximately 5.84 miles to the junction with 67th Street NW and Hill Street from the junction with CR 6 to south to the junction with 2nd Street, and 2nd street from Hill Street to the junction with CR 9. A Memorandum Agreement between the City of White Earth and Mountrail County will be drawn up by Wade Enget, State's Attorney. Craig Mizera, HDR Engineering reviewed the Amendment to agreement for Engineering Services.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve Amendment #3 in the amount of \$28,068.80 to the agreement for Engineering Services with HDR Engineering for CR 6 Roadway Improvements. Upon roll call, Rice, Ruland, Uran, Olson and Hollekim voted yes. Motion carried.

2. OLD HIGHWAY 2/CONSTRUCTION DISCUSSION

Superintendent Duerre discussed the Agreement for Engineering Services for Preliminary and Construction Engineering with Sauber Engineering for CR 2 (Old Hwy 2) from Palermo to Blaisdell. More discussion will be held at the next commissioner meeting.

3. PALERMO NORTH/CR 3-CONSTRUCTION DISCUSSION

Superintendent Duerre discussed the Agreement for Engineering Services for Preliminary and Construction Engineering with Sauber Engineering for CR 3 from Palermo North to the Ward county line consisting of 9.1 miles of reconstruction and 5.5 miles of reshaping.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve and sign the Agreement for Engineering Services for Preliminary and Construction Engineering with Sauber Engineering for CR 3 from Palermo North to the county line at a cost not to exceed \$960,000. Upon roll call, Olson, Ruland, Hollekim, Uran and Rice voted yes. Motion carried.

4. 36TH ST NW-CONSTRUCTION DISCUSSION

Superintendent Duerre discussed the 36th St NW construction. Howie Township, Big Bend Township and Unorganized Township 152 North Range 93 West all agree to move forward with the construction project and Osborn Township hasn't replied. Superintendent Duerre stated the Townships are thinking this is going to be paved which currently it is being reconstructed gravel road.

5. CR 9 PHASE II

Superintendent Duerre gave an update on the CR 9 Phase II regarding the Department of Army Corps of Engineers on Amendment No. 1 to the Easement No. DACW45-2-17-8016. Craig Mizera, HDR Engineering stated the company is reviewing the discrepancies of the easements received from the Corps of Engineers.

6. ROW ACQUISITION PRICES FOR CROP LAND, PASTURE LAND AND TEMPORARY EASEMENTS

Superintendent Duerre discussed the right of way (ROW) comparisons from the last few years and what to offer for CR 10 and CR 3 ROW acquisitions.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve hiring RM Hoefs and Associates, Inc to provide an appraisal data book to determine the price per acre for the ROW acquisition for CR 10 and CR 3. Upon roll call, Rice, Olson, Hollekim, Uran and Ruland voted yes. Motion carried.

7. 2023 TOWNSHIP MAINTENANCE AGREEMENT

Superintendent Duerre discussed the Township Road Maintenance rate history.

Moved by Comm. Olson, seconded by Comm. Uran, to approve leaving the rates for Township Road Maintenance the same as 22 year. Upon roll call, Ruland, Olson, Hollekim, Uran and Rice voted yes. Motion carried.

8. SALT & SAND BIDS

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve all proposals for salt and sand to be awarded based on lowest price and availability first, all subject to Road & Bridge department needs. Upon roll call, Olson, Rice, Ruland, Hollekim and Uran voted yes. Motion carried.

9. VEHICLES

Moved by Comm. Olson, seconded by Comm. Rice, to give authorization to Engineer Hennessy to make emergency purchases of two three quarter ton pickups due to unavailability not exceeding the 2022 budget allocations. Upon roll call, Rice, Ruland, Olson, Hollekim and Uran voted yes. Motion carried.

4. ADJOURN

The Board adjourned at 1:15 P.M. to meet in special sessions on Tuesday, September 27, 2022 and Wednesday, September 28, 2022 at 8:00 A.M. Accepted and approved this 6th day of October, 2022.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor