

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, September 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. Hollekim, seconded by Comm. Rice, to review and approve the agenda. Upon roll call, all present voted yes. Motion carried.

B. MINUTES

Moved by Comm. Uran, seconded by Comm. Olson, to approve the minutes of the August 17, 2021 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

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

D. PAYROLL

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the salary increase for a promotion as a Deputy for Ashley Fox with the Sheriff's Office to the amount of \$4,275 per month/\$51,300 per year. Upon roll call, Rice, Ruland, Uran, Olson and Hollekim voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the regular full time employee classification for Jason Harrison as a Custodian with the County Buildings Department in the amount of \$3,300 per month/\$39,600 per year. Upon roll call, Olson, Rice, Hollekim, Ruland and Uran voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the salary increase for a successful completion of probationary period for Katie Jackson with the Clerk of Court to the amount of \$3,995 per month/\$47,940 per year. Upon roll call, Hollekim, Olson, Uran, Rice and Ruland voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the salary increase for a promotion as a Chief Deputy 1 for Malinda Gunderson with the P&Z/Recorder to the amount of \$5,040.75 per month/\$60,489 per year. Upon roll call, Uran, Olson, Rice, Ruland and Hollekim voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the regular part time employee classification for Randi Schumaier as a Human Resources Specialist to a ¾ part time classification not exceeding 35 hours per week and no more than 1820 hours per year at her current hourly salary of \$26.017. Upon roll call, Rice, Hollekim, Uran, Olson and Ruland voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the salary increase for an internal hire/external application process for Raven Fallin as a Road Supervisor to the amount of \$5,266.66 per month/\$63,200 per year. Upon roll call, Hollekim, Rice, Uran, Ruland and Olson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Rice, to approve the regular full time employee classification for Santiago Marciani as a dispatcher to the amount of \$3,712.50 per month/\$44,550 per year. Upon roll call, Ruland, Rice, Olson, Hollekim and Uran voted yes. Motion carried.

E. SIGN

Ric Tollefson with Indigo Signs updated the board on the timeline for the sign for the courthouse. Corey Bristol, Sheriff and Wade Enget, State’s Attorney gave an update on the design changes.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the proposal from Indigo Signs for the monument sign at the Courthouse totaling \$18,125 and cost for the installation of electrical. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

F. AGREEMENT

Melissa Vachal, Recorder/Planning & Zoning Administrator gave an update on the salary agreement for the Planning & Zoning Administrator duties to the elected Recorder position.

Moved by Comm. Uran, seconded by Comm. Rice, to approve the signing of the salary agreement between Mountrail County and Melissa Vachal for adding P&Z Administration duties to the elected Recorder. Upon roll call, all present voted yes. Motion carried.

G. BILLS

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the bills totaling \$3,619,493.26 and August payroll, checks #11252-11268 and direct deposit #14722-14897 totaling \$1,063,808.87. 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 09/07/2021 - PAYMENT 09/07/2021

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
102124	A&W TOWING & RECOVERY, INC. GENERAL FUND	500.00 500.00
102125	ACOM SOLUTIONS INC GENERAL FUND	1,331.00 1,331.00
102126	ADVANCED BUSINESS METHODS GENERAL FUND	7,646.06 7,646.06
102127	AMERICAN BANK CENTER GENERAL FUND HUMAN SERVICE ZONE	2,311.26 71.36 2,239.90
102128	ARAMARK UNIFORM SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	660.99 495.36 165.63
102129	ARMOR INTERACTIVE GENERAL FUND	1,009.75 1,009.75
102130	BADLANDS OCCUPATIONAL TESTING SERVICES HUMAN SERVICE ZONE	1,461.00 1,461.00
102131	BAKKEN BUSINESS CENTER COUNTY ROAD & BRIDGE FUND	25.38 25.38
102132	BARANKO BROTHERS, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS	241,121.15 241,121.15
102133	BBH INSURANCE, INC GENERAL FUND	50.00 50.00
102134	BENNETT/AARON GENERAL FUND	1,000.00 1,000.00
102135	BERT'S TRUCK EQUIPMENT OF MOORHEAD COUNTY ROAD & BRIDGE FUND	22,610.00 22,610.00
102136	BLACK HILLS AMMUNITION	1,734.00

	GENERAL FUND	1,734.00
102137	BLUE CROSS BLUE SHIELD COBRA GENERAL FUND	113.60 113.60
102138	BOB HAYES ADDICTION SERVICES HUMAN SERVICE ZONE	4,170.00 4,170.00
102139	BRAD'S HARDWARE HANK COUNTY PARKS FUND	82.96 82.96
102140	BROCK WHITE COMPANY LLC COUNTY ROAD & BRIDGE FUND	7,717.13 7,717.13
102141	BURKE COUNTY TRIBUNE HUMAN SERVICE ZONE	102.00 102.00
102142	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	2,711.95 2,711.95
102143	CENTRAL SPECIALTIES, INC. COUNTY ROAD & BRIDGE CAPITAL PROJECTS	2,456,468.08 2,456,468.08
102144	CHARM-TEX, INC. GENERAL FUND	1,145.51 1,145.51
102145	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	6,079.48 311.53 272.50 5,495.45
102146	CITY OF PLAZA COUNTY ROAD & BRIDGE FUND	300.50 300.50
102147	CITY OF STANLEY GENERAL FUND WEED CONTROL FUND	3,610.53 3,350.53 260.00
102148	CRUMMIE/KAITLYN HUMAN SERVICE ZONE	519.12 519.12
102149	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND 155-94 UNORGANIZED TOWNSHIP	26,609.23 1,570.60 25,038.63
102150	DAKOTA DRUG CO HUMAN SERVICE ZONE	8.99 8.99
102151	DAKOTA FLUID POWER, INC. COUNTY ROAD & BRIDGE FUND	418.73 418.73
102152	DEGENSTEIN/NICHOLE GENERAL FUND	205.10 205.10
102153	DMC WEAR PARTS LLC COUNTY ROAD & BRIDGE FUND	12,112.80 12,112.80
102154	EAPC ARCHITECTS ENGINEERS GENERAL FUND	23,814.93 23,814.93
102155	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	167,206.99 167,206.99
102156	EYES BY DESIGN HUMAN SERVICE ZONE	164.00 164.00
102157	FARDEN CONSTRUCTION, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS	185,096.16 185,096.16

102158	FARMERS UNION LUMBER CO GENERAL FUND	32.46 32.46
102159	FARMERS UNION OIL CO-WATFORD CITY HUMAN SERVICE ZONE	880.41 880.41
102160	FENSTER/KAYLA HUMAN SERVICE ZONE	735.28 735.28
102161	FIRST DISTRICT HEALTH UNIT COUNTY PARKS FUND	100.00 100.00
102162	FULKERSON FUNERAL HOME HUMAN SERVICE ZONE	2,500.00 2,500.00
102163	GAFFANEYS OF MINOT INC GENERAL FUND HUMAN SERVICE ZONE	686.97 673.49 13.48
102164	GRUNDTVIG/TERRA GENERAL FUND	376.88 376.88
102165	GUSTAFSONS SEPTIC SERVICE INC COUNTY ROAD & BRIDGE FUND	250.00 250.00
102166	HANSON/LORI GENERAL FUND	216.30 216.30
102167	HAVERLUK/MCKENNA HUMAN SERVICE ZONE	800.00 800.00
102168	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	112,548.47 112,548.47
102169	HERMANSON/NANCY HUMAN SERVICE ZONE	175.00 175.00
102170	HITS, INC GENERAL FUND	500.00 500.00
102171	HOLIDAY CREDIT OFFICE GENERAL FUND	134.56 134.56
102172	HOME OF ECONOMY COUNTY ROAD & BRIDGE FUND	1,218.00 1,218.00
102173	HUNTER FIREARMS LLC GENERAL FUND	2,193.84 2,193.84
102174	INFORMATION SYSTEMS CORP GENERAL FUND	2,090.00 2,090.00
102175	INFORMATION TECHNOLOGY DEPT HUMAN SERVICE ZONE	50.00 50.00
102176	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,163.75 337.67 826.08
102177	JOHNSON AUTO BODY INC GENERAL FUND	241.00 241.00
102178	JOHNSON/LAURIE GENERAL FUND	47.49 47.49
102179	JPMORGAN CHASE BANK NA GENERAL FUND	1,604.72 37.62

	HUMAN SERVICE ZONE	1,567.10
102180	KINNEY/SHELLY HUMAN SERVICE ZONE	189.00 189.00
102181	KOHLER COMMUNICATIONS INC GENERAL FUND	1,944.97 1,944.97
102182	LARSON'S TIRE SERVICE GENERAL FUND	20.00 20.00
102183	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	427.99 427.99
102184	LOMMEN/ORVIN HUMAN SERVICE ZONE	1,485.00 1,485.00
102185	LONIER/RACHEL HUMAN SERVICE ZONE	114.83 114.83
102186	MATTHEW BENDER & CO INC GENERAL FUND	44.43 44.43
102187	MENARDS - MINOT COUNTY PARKS FUND	21.14 21.14
102188	MILLS/JAMIE HUMAN SERVICE ZONE	375.20 375.20
102189	MINOT DAILY NEWS HUMAN SERVICE ZONE	336.08 336.08
102190	MOE/JOSHUA GENERAL FUND	500.00 500.00
102191	MONTANA DAKOTA UTILITIES CO GENERAL FUND	9,956.10 9,956.10
102192	MOUNTRAIL BUILDERS, INC. COUNTY PARKS FUND	8,412.00 8,412.00
102193	MOUNTRAIL CO ROAD DEPART 154-94 UNORGANIZED TOWNSHIP 155-94 UNORGANIZED TOWNSHIP	84,188.66 34,275.00 49,913.66
102194	MOUNTRAIL COUNTY HEALTH CENTER GENERAL FUND	800.00 800.00
102195	MOUNTRAIL COUNTY PROMOTER GENERAL FUND COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE COUNTY PARKS FUND	7,082.67 6,456.62 253.98 206.90 165.17
102196	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	17,229.75 24.53 161.38 17043.84
102197	ND ASSOCIATION OF COUNTIES GENERAL FUND	252.00 252.00
102198	ND DEPT OF TRANSPORTATION WEED CONTROL FUND	11.50 11.50
102199	NICE FISH HOUSE LLC COUNTY PARKS FUND	1,500.00 1,500.00

102200	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	311.06 311.06
102201	NORTH DAKOTA TELEPHONE CO GENERAL FUND	32.80 32.80
102202	NORTH PRAIRIE RURAL WATER DISTRICT COUNTY ROAD & BRIDGE FUND	829.96 829.96
102203	NORTHERN PUMP & COMPRESSION, INC COUNTY ROAD & BRIDGE FUND	470.50 470.50
102205	NORTHWEST YOUTH ASSESSMENT CENTER HUMAN SERVICE ZONE	16,950.00 16,950.00
102206	O-DAY EQUIPMENT LLC COUNTY ROAD & BRIDGE FUND	314.00 314.00
102207	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,681.91 795.79 851.49 34.63
102209	OVERHEAD DOOR COMPANY OF MINOT COUNTY ROAD & BRIDGE FUND	328.00 328.00
102210	PALMER/LINDA GENERAL FUND	250.00 250.00
102211	PEARL VALLEY OILFIELD SERVICE & RENTALS COUNTY ROAD & BRIDGE FUND	130.00 130.00
102212	PINNACLE HUMAN SERVICE ZONE	916.77 916.77
102213	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	270.60 270.60
102214	PORTH/THOMAS GENERAL FUND	10.50 10.50
102215	PRAIRIE FORD, INC. GENERAL FUND COUNTY ROAD & BRIDGE FUND	98,899.75 261.11 98,638.64
102216	PREBLE MEDICAL SERVICES INC HUMAN SERVICE ZONE	715.00 715.00
102217	PRINGLE & HERIGSTAD, PC GENERAL FUND	793.00 793.00
102218	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	1,047.83 1,047.83
102219	QUADIENT LEASING GENERAL FUND	210.42 210.42
102220	RAMADA BISMARCK HOTEL GENERAL FUND	864.00 864.00
102221	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	7,208.26 7,208.26
102222	RYAN CHEVROLET GENERAL FUND	69.42 69.42
102223	RYAN GMC COUNTY ROAD & BRIDGE FUND	2,768.47 2,768.47

102224	SAVAGE/KIM GENERAL FUND	31.50 31.50
102225	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	853.87 316.47 489.42 47.98
102226	STANLEY HARDWARE GENERAL FUND HUMAN SERVICE ZONE	33.43 10.98 22.45
102227	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	125.67 125.67
102228	STEINS INC GENERAL FUND COUNTY PARKS FUND	2,022.46 1,623.67 398.79
102229	STEVENSON FUNERAL HOME, INC & CREMATORY HUMAN SERVICE ZONE	2,500.00 2,500.00
102230	SUMMIT FOOD SERVICE, LLC GENERAL FUND	8,223.52 8,223.52
102231	TARGA RESOURCES, INC. COUNTY ROAD & BRIDGE FUND	7,000.00 7,000.00
102232	THE KENMARE NEWS, INC HUMAN SERVICE ZONE	112.00 112.00
102233	THE SIDWELL COMPANY GENERAL FUND	420.00 420.00
102234	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,060.78 125.95 804.70 130.13
102235	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	2,650.84 1,860.55 -10,806.06 11,596.35
102236	VERIZON WIRELESS GENERAL FUND COUNTY ROAD & BRIDGE FUND E 911 EMERGENCY/WIRELESS FUND WEED CONTROL FUND	404.04 32.46 296.80 42.32 32.46
102237	WALK-N-ROLL COUNTY ROAD & BRIDGE FUND	752.28 752.28
102238	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
102239	WESTERN BUILDERS INC. WEED CONTROL FUND	95.80 95.80
102240	WESTERN DAKOTA ENERGY ASSOCIATION GENERAL FUND COUNTY ROAD & BRIDGE FUND	6,000.00 4,000.00 2,000.00
102241	WEX BANK GENERAL FUND	4,370.09 4,370.09
102242	ZEE SERVICE COMPANY	9.90

	COUNTY ROAD & BRIDGE FUND	9.90
102243	NORTHWEST WATER TRANSFER	1,000.00
	COUNTY ROAD & BRIDGE FUND	1,000.00
	FINAL TOTAL	\$ 3,619,493.26

3. APPOINTMENT SCHEDULED

9:13 A.M.

Lori Hanson, Tax Director met with the board to discuss an abatement on parcels #59-0024500 and #59-0024600 for the 2021 tax year. Tax Director Hanson recommended approving the abatement due to qualifying for the Disabled Veterans Tax Credit.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the abatement on parcels #59-0024500 and #59-0024600 for the 2021 tax year as recommended by Tax Director Hanson. Upon roll call, Rice, Ruland, Uran, Hollekim and Olson voted yes. Motion carried.

9:15 A.M.

Corey Bristol, Sheriff met with the board to discuss the 2022 budgets for the Sheriff, E911, Disaster Emergency, Homeland Security, Flood Disaster funds and Coroner. The 2013 and 2014 Flood Disaster funds will be closed out this year. A transfer from the General Fund to the E911 Fund would be reviewed at year end 2021 to cover the projected negative balance in the E911 Fund.

9:25 A.M.

Lori Hanson, Tax Director met with the board to discuss the 2022 budget for the Tax Director’s Office.

9:35 A.M.

Jessica Niemitalo, Treasurer met with the board to discuss the 2022 budget for the Treasurer’s Office.

9:45 A.M.

Melissa Vachal, Recorder and Planning and Zoning Administrator met with the board to discuss the 2022 budgets for the Recorder, Document Preservation and Planning and Zoning.

9:55 A.M.

Laurie Johnson, Correctional Administrator met with the board to discuss the 2022 budget for the Corrections.

Discussion was held on out of state of travel for the 2021 travel to seminars.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the out of state travel for two conferences in River Falls WI on September 28 through October 1st and Alexandria MN on October 12-14th. Upon roll call, Uran, Ruland, Rice, Olson and Hollekim voted yes. Motion carried.

10:05 A.M.

Brad Ellis, Building Supervisor met with the board to discuss the 2022 budget for the County Buildings.

10:15 A.M.

Lynnette Vachal, County Extension Agent met with the board to discuss the 2022 budget for the County Agent. Discussion was held on checking with NDSU to see if they would increase the stipend pay for the County Extension Agent.

10:25 A.M.

Jim Hennessy, County Agent and Weed Control met with the board to discuss the 2022 budgets for the County Agent and Weed Control.

10:35 A.M.

Madison Rodgers, Clerk of Court met with the board to discuss the 2022 budgets for the Clerk of Court and District Court.

10:45 A.M.

Eric Jaeger, Chairman of the Park Board met with the board to discuss the 2022 budget for the County Parks.

10:55 A.M.

Jana Hennessy, Engineer along with Mary Trahan, R&B Accountant met with the board to discuss the 2022 budget for the County Road & Bridge.

11:05 A.M.

Jana Hennessy, Engineer met to discuss Road & Bridge.

1. 96TH AVE NW

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve and sign the final acceptance letter to Farden Construction Inc. for 96th Ave NW Reconstruction Project as recommended by Brosz Engineering. Upon roll call, Ruland, Rice, Uran, Hollekim and Olson voted yes. Motion carried.

2. CR 19

Moved by Comm. Uran, seconded by Comm. Olson, to approve the final pay estimate #6 with Baranko Brothers, Inc totaling \$241,121.15 for CR 19 Project 19(89)19. Upon roll call, Hollekim, Ruland, Rice, Uran, and Olson voted yes. Motion carried.

3. CR ROW ENCROACHMENT

Engineer Hennessy discussed the encroachments on CR 9 with fencing in the county right of way.

Moved by Comm. Uran, seconded by Comm. Rice, to approve and sign a letter to be sent to the landowner to remove fence encroachments in the right of way along CR 9. Upon roll call, all present voted yes. Motion carried.

Engineer Hennessy discussed the follow up on CR 2 fence encroachment in the county right of way. The landowner is requesting to move the fence on the water edge line which would be 34' from the road center line.

Moved by Comm. Uran, seconded by Comm. Rice, to deny allowing the fence in the county right of way along a slough on CR 2 due to liability concerns and setting a precedent for future violations, to comply with ND Century Code requirements, concerns with the possibility of losing federal funding for future projects. The landowner can build a short tag fence into the water at each end to the slough. Upon roll call, all present voted yes. Motion carried.

Engineer Hennessy discussed the follow up on CR 14 fence encroachment in the county right of way. Engineer Hennessy stated the landowner removed the fence 50' on the west side and the east side the fence post is located 36' from the center of the road.

The Commissioners suggested doing a courtesy call for the remaining fence encroachment on CR 14.

4. 2022 TOWNSHIP MAINTENANCE AGREEMENTS

Engineer Hennessy discussed the township road maintenance rate summary. Discussion was held on increasing the summer blading cost per mile.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the rates for summer blading to \$175 per mile, snow removal \$100 per mile and year round \$275 per mile with anticipating additional increase for 2023. Upon roll call, Rice, Olson, Ruland, Hollekim and Uran voted yes. Motion carried.

5. NDDOT ANNUAL MEETING DURING NDACO MEETING

Engineer Hennessy stated the NDDOT annual meeting for the county to discuss the 2022-2026 County Federal Aid Program will be held at 11:30 a.m. on Tuesday October 5th. Comm. Ruland and Comm. Olson will meet for this discussion.

6. CUTTING EDGES

Engineer Hennessy discussed the increase cost of cutting edges.

Moved by Comm. Rice, seconded by Comm. Olson, to approve the cost increase for cutting edges with DMC Wearparts. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

7. PLAZA BUILDING PERMIT

Engineer Hennessy discussed the building permit needed for the Plaza concrete pad for the salt and sand facility.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve signing the building permit for the city of Plaza to build a concrete pad at the Plaza Shop. Upon roll call, Ruland, Rice, Olson, Uran and Hollekim voted yes. Motion carried.

8. PLAZA COMPLEX LEASE

Engineer Hennessy discussed the lease for the Community Hall of the Mountrail County Plaza Complex. Engineer Hennessy reviewed the job duties and also the cost for rentals.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the lease agreement and prices for the community hall rentals for the Mountrail County Plaza Complex. Upon roll call, all present voted yes. Motion carried.

9. CR 9 PHASE II/ROW

Moved by Comm. Uran, seconded by Comm. Olson, to approve the notice of intent to vacate easement subject to construction and completion for CR 9 project 09(100)19 for the following described parcel: A strip of land 50' in width along either side of the centerline of road as now staked at the SE corner of the SE¼SE¼ of Section 31, Township 155 North, Range 94 West and runs northwesterly across same and across NW¼SE¼ of Section 31, Township 155 North, Range 94 West to a point on North line of approximately 460 feet East of NW corner thereof; also a strip 50 feet in width along North line of NW¼SE¼ from point 460 feet East of NW corner thereof to said NW corner; also a strip 50 feet in width along North line of NE¼SW¼ and Lot 3 of Section 31, Township 155, Range 94 West. Said Parcel contains 9.0 acres, more or less. Upon roll call, all present voted yes. Motion carried.

10. SALT & SAND QUOTES

Moved by Comm. Olson, seconded by Comm. Olson, to approve all the salt & sand quotes from Aggregate Construction, Gravel Products, Knife River Construction and Sundre Sand & Gravel and utilize at the best interest of the County. Upon roll call, Ruland, Rice, Hollekim, Olson, and Uran voted yes. Motion carried.

11. 41ST ST NW

Engineer Hennessy discussed the possibility of enhancing 41st St NW. Commissioners suggested partnering with the City of New Town and move forward with the engineering on 41st St NW. The Board discussed doing the project in two phases, but would proceed with phase one to begin with.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve moving forward with Ackerman Estvold for preliminary engineering on 41st St NW from Highway 1804 west to the quarter line in Section 12, Township 152, Range 93 (East line of Riverview Estates Subdivision). Upon roll call, Uran, Olson, Rice, Hollekim and Ruland voted yes. Motion carried.

12. PAVEMENT TESTING QUOTE

Moved by Comm. Olson, seconded by Comm. Rice, to approve moving forward with pavement testing with Braun Intertec totaling \$20,070 on the following locations: CR 1, CR 12 to 45th St NW (3.0 miles); CR 1, ND 23 to CR 23 (3.0 miles); CR 2, CR 8 to US 2 west of Stanley (1.2 miles); CR 2, CR 8 to US 2 at Palermo (8.1 miles); CR 3, ND 23 to 51st St NW (15.0 miles); CR 10, ND 1804 to CR 8 (11.0 miles); CR 12, CR 1 to 60th Ave NW (County Line) (5.42 miles); CR 18, 83rd Ave NW to CR 8 (2.6 miles). Upon roll call, Rice, Uran, Ruland, Olson and Hollekim voted yes. Motion carried.

13. CR 3 – Palermo North

Discussion was held on an existing plugged culvert on the Palermo North Road, CR 3 that is acting as a dike. Engineer Hennessy stated the landowner is wanting some of the water to remain on their land. The natural flow of water must be maintained unless permitted by the County Water Resource District and the State Water Commission, ND Century Code #61-01-01. Sauber Engineering is working on a solution for the drainage issue; jetting the existing culvert was unsuccessful. The Board agreed there should be a culvert in the road where it originally exists.

12:30 P.M.

Desiree Sorenson, Mountrail McKenzie County Human Service Zone Director met with the board to discuss the 2022 budget for the Mountrail McKenzie County Human Service Zone.

12:40 P.M.

Brian Ibach, Armor Interactive met with the board to discuss the 2022 budget for the IT Department.

12:50 P.M.

Lisa Lapica, Veterans Service Officer met with the board to discuss the 2022 budget for the Veterans Service.

1:00 P.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the 2022 budgets for Human Resources and Workers Compensation.

1:10 P.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the recommendation from the Human Resource Advisory Committee on the banding/grading changes. Also present were Corey Bristol, Melissa Vachal, and Lori Hanson. Human Resource Director Degenstein also discussed the amended employee policies.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve adding a new band/grade at a B22 for the position of Dispatch/Court Security as per the recommendation of the Human Resource Advisory Committee. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Rice, to approve adding a new band/grade at a B24 for the position of Facilities Manager Assistant as per the recommendation of the Human Resource Advisory Committee. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve adding a new band/grade at a B25 for the position of Sheriff Deputy 2 as per the recommendation of the Human Resource Advisory Committee. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve changing the band/grade from a D62 to a D65 for the position of County Agent/Weed Control Officer as per the recommendation of the Human Resource Advisory Committee for the 2022 budget year. Upon roll call, all present voted yes. Motion carried

Moved by Comm. Uran, seconded by Comm. Rice, to approve changing the band/grade from a D61 to a D63 for the position of Human Resource Director as per the recommendation of the Human Resource Advisory Committee for the 2022 budget year. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve changing the band/grade from a D63 to a D71 for the position of Correctional Administrator and from a D62 to a D71 for the position of Chief Deputy Sheriff & County Assistant Engineer along with changing the position title of Assistant County Engineer to Road & Bridge Superintendent as per the recommendation of the Human Resource Advisory Committee for the 2022 budget year. Upon roll call, all present voted yes. Motion carried.

Discussion was held on increasing of the beginning base salaries for the banding and grading of the E81 and F positions.

Moved by Comm. Uran, seconded by Comm. Rice, to approve the increase of the beginning base salary (Step 01

on the Salary Schedule) for band E81 from \$85,000 up to \$109,000 and F position from \$109,000 up to \$115,000 as per the recommendation of the Human Resource Advisory Committee for the 2022 budget year. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the \$1,500 COLA increase to the beginning base salary (Step 1 on the Salary Schedule) to each band/grade on the step chart excluding band/grade F & E81 as per the recommendation of the Human Resource Advisory Committee for the 2022 budget year. Upon roll call, Rice, Ruland, Uran, Hollekim and Olson voted yes. Motion carried.

Moved by Comm Uran, seconded by Comm. Olson, to approve the changes to Policy 211 Attendance and Punctuality of the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee and Director Degenstein. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the changes to Policy 303 Annual Leave of the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee and Director Degenstein. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve changes to Policy 307 Sick Leave of the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee and Director Degenstein. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the changes to Policy 110 Hiring Procedure of the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee and Director Degenstein. Upon roll call, all present voted yes. Motion carried.

Moved by Comm Hollekim, seconded by Comm. Uran, to approve the changes to Policy 305 Holidays of the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committee and Director Degenstein. Upon roll call, all present voted yes. Motion carried.

2:00 P.M.

Stephanie A. Pappa, Auditor met with the board to discuss the 2022 budget for the Auditor’s Office. Also, discussion was held on adding a transfer from the Miscellaneous Budget under the General Fund to the E911 Fund.

2:10 P.M.

Wade Enget, State’s Attorney met with the board to discuss the 2022 budget for the State’s Attorney.

4. ADJOURN

The Board adjourned at 4:11 P.M. to meet in regular session on Tuesday, September 21, 2021 at 9:00 A.M. Accepted and approved this 21st day of September, 2021.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor