

Proceedings of the Mountrail County Commissioners

January 16, 2018

The Board met in regular session on Tuesday at 9:00 A.M. with Commissioners Trudy Ruland, Wayne Olson, Garry Jacobson and Daniel Uran present. Absent was Arlo Borud.

Vice-Chairman Ruland called the meeting to order.

Moved by Comm. Uran, seconded by Comm. Olson, to review and approve the agenda as is. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the Minutes of January 2, 2018 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Uran, to reconsider the 2% extra pay with extra duties for budget year 2018 which include Superintendent of Schools, Workers Compensation, Coroner, Title VI and E911 that are paid to elected or appointed officials. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Uran, to rescind the 2% extra pay with extra duties for budget year 2018 which include Superintendent of Schools, Workers Compensation, Coroner, Title VI and E911. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Uran, to approve the bills totaling \$253,771.68. Upon roll call, all present 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's heading.)

Moved by Comm. Olson, seconded by Comm. Uran, to approve the December 2017 fees for the Clerk of Court and Sheriff's Department. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve Road Crossing Permit 602 from Andeavor Field Services LLC on 47th St NW, located in Sections 10 & 3 in Township 153 North, Range 93 West (Unorganized Township) to bore for gas. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve Road Crossing Permit 603 from Andeavor Field Services LLC on 47th St NW, located in Sections 2 & 11 in Township 153 North, Range 93 West (Unorganized Township) to bore for gas. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve Road Crossing Permit 604 from Andeavor Field Services LLC on the Section Line of Sections 11 & 12 in Township 153 North, Range 93 West (Unorganized Township) to bore for gas. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve Road Crossing Permit 605 from Andeavor Field Services LLC on 90th Ave NW, located in Section 12 in Township 153 North, Range 93 West (Unorganized Township) and in Section 7 in Township 153 North, Range 92 West (Knife River Township) to bore for gas. Upon roll call, all present voted yes. Motion carried.

Discussion was held concerning the letter received from Nichole Degenstein, Deputy Treasurer concerning the pay compensation for November and December while doing the Title VI Coordinator position.

Moved by Comm. Olson, seconded by Comm. Uran, to approve paying the Title VI position for both the months of November and December of 2017 which would be out of the Treasurer budget. Upon roll call, all present voted yes. Motion carried.

Discussion was held on metes and bounds and with century code 57-02-39. More discussion will be held in the next meeting while States Attorney Wade Enget is present.

Comm. Ruland discussed the pesticide training being held at the South Complex. Prior years the dollars that have been paid for the certification fees to attend the training has been given back to the County. In 2018 NDSU plans on keeping these dollars to insure the cost of the time and travel of the neighboring agent who perform the training. It was discussed what a reasonable fee would be for the postage, advertisement and administrative costs for the County.

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve the rental of the South Complex in the amount of \$250 per 4 hour sessions. Upon roll call, all present voted yes. Motion carried.

Nathan Sem, Planning and Zoning Director met with the Board to discuss MBI Dust Control on 91st Ave NW and Roger Evan stated that he agreed to remove the stipulation of dust control just for MBI.

A request was made to the Planning and Zoning board from MBI requesting assistance with dust control since many other companies also drive down 91st Ave NW. Township should be responsible.

Moved by Comm. Uran, seconded by Comm. Olson, to approve and release the conditional use requirement for MBI to maintain dust control on 91st Ave NW per Manitou Township Board. Upon roll call, all present voted yes. Motion carried.

Discussion on the HR Positions, Portfolios and Salaries which is ongoing and will be discussed more in the future.

Discussion was held on implementing a new computer program/software for the taxation and financial side. Present were Joe Silverthorne, Account Manager with Tyler Technologies, Shena Wold, Treasurer, Stephanie A. Pappa, Auditor, Garrett Volk, IT Administrator, Melissa Vachal, Recorder and Lori Hanson, Tax Director.

Garrett Volk, IT Administrator stated need to make a decision before March 2019 due to the current server no longer being serviced by IBM after that date.

Joe Silverthorne, Tyler Technologies Account Manager, stated it was less impact on the Tax Director's office compared to the Auditor and Treasurer's Offices.

Melissa Vachal, Recorder stated it would be best to upgrade the software program sooner rather than later. Recorder Vachal is currently running on Tyler Technology and stated the transition was very smooth when the Recorder's Office changed over 7 years ago.

Discussion was held on the pros and cons of Tyler Technologies vs. Computer Professionals. Also was discussed the process of choosing Tyler vs other computer software companies.

Comm. Ruland discussed a committee be established with all departments who would be impacted with the new software program.

Garrett Volk, IT Administrator stated should have an answer to bring back to the board by the 2nd meeting in March.

Shena Wold, Treasurer met with the board to present the Pledge of Assets Report.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the Pledge of Securities of Liberty State Bank, American Bank Center, Cornerstone Bank, Bremer Bank and First International Bank & Trust. Upon roll call, all present voted yes. Motion carried.

Lori Hanson, Tax Director met with the Board to discuss abatement applications.

Tax Director Hanson presented 9 applications for abatements.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the removal of taxes on property number 56-0060400 due to no longer having a leased tower on the property. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve removing the taxes for the 2018 mobile home tax year due to mobile home moved out of state on property number 14-9000700. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve removing the taxes for the 2018 mobile home tax year due to mobile home moved out of state on property number 14-9000800. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Uran, to approve 100% Veterans Credit on property number 56-0054600. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve removing the taxes for the 2018 mobile home tax year due to mobile home being destroyed on property number 56-1003600. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve removing the taxes for the 2018 mobile home tax year due to being taxed as real property on property number 56-1003700. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve removing the taxes for the 2018 mobile home tax year due to being removed as the mobile home no longer exists on property 39-9000200. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve removing the taxes for the 2018 mobile home tax year due to being removed as the mobile home no longer exists on property number 39-9000100. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve removing the taxes for the 2018 mobile home tax year due to being removed as the mobile home no longer exists on property number 45-9208750. Upon roll call, all present voted yes. Motion carried.

Jana Hennessy, Road & Bridge Engineer along with Alexis Smith, Secretary, met with the Board to discuss Road & Bridge issues.

Discussion on the tree removal on CR 4 for the contract payment with Joey Marmon with Joe’s Tree Service. Joey Marmon was not present for the conversation.

Engineer Hennessy believes that Joe’ Tree Service underestimated the proposal/bid. Joe’s Tree Service is requesting \$9,000 more than the original proposed amount of \$10,900. Comm. Ruland stated Joey Marmon should have come to the board when the bid was over because at that time it becomes a change order. The contract states do not pay until work is complete.

Moved by Comm. Olson, seconded by Comm. Uran, to pay half of the contracted amount which is \$5,450 until work is complete and will be paid on next bill listing. Upon roll call, all present voted yes. Motion carried.

Discussion on the notice of bids proposals for culverts, cutting edges, loading & hauling of gravel, crushing & stockpiling of aggregate, sub grade repairs and supply and application of calcium chloride, magnesium chloride or other approved dust control product.

Moved by Comm. Olson, seconded by Comm. Uran, to approve advertising for the notice of bids. Upon roll call, all present voted yes. Motion carried.

Discussion was held on the 2018 chip seal schedule on what was added and removed. Engineer Hennessy stated that CR 17, CR 21 and CR 19 were removed since chip seal was completed in 2015 and would like more testing to see if overlays are needed in 2019. Engineer Hennessy stated would like to leave these three roads in a bundle in order to chip seal at the same time in the future.

Update on Horob and Bohmbach driveway to be taken over by the county which is located in Section 24, Township 152 North, Range 93 West (Unorganized Township) described as Sublot A of Outlot 1 of the NENE and Sublot A of Outlot 2 of the NENE; Sublot B of Outlot 1 of the NENE and Sublot B of Outlot 2 of the NENE.

Moved by Comm. Uran, seconded by Comm. Olson, to approve signing the agreements with the two landowners and the Corp of Engineers for the County to take over the following described property located in Section 24, Township 152 North, Range 93 (Unorganized Township) Sublot A of Outlot 1 of the NENE and Sublot A of Outlot 2 of the NENE; Sublot B of Outlot 1 of the NENE and Sublot B of Outlot 2 of the NENE. Upon roll call, all present voted yes. Motion carried.

APPROVED 01/16/2018-PAYMENT 01/16/2018

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
92911	ACME TOOLS	110.83
	COUNTY ROAD & BRIDGE FUND	110.83
92912	ADVANCED BUSINESS METHODS	467.40
	GENERAL FUND	467.40
92913	AMERIPRIDE LINEN & APPAREL SERVICES	616.83
	GENERAL FUND	539.95
	COUNTY ROAD & BRIDGE FUND	76.88

92914	ASC CONSTRUCTION EQUIPMENT USA, INC COUNTY ROAD & BRIDGE FUND	1,020.00 1,020.00
92915	AXON ENTERPRISE, INC. GENERAL FUND	773.92 773.92
92916	BEARDMORE'S AUTOMOTIVE COUNTY ROAD & BRIDGE FUND	1,765.12 1,765.12
92917	BHG INC GENERAL FUND	72.00 72.00
92918	BLUE CROSS BLUE SHIELD GENERAL FUND	158.50 158.50
92919	BOOTS AND SADDLES GENERAL FUND	8.00 8.00
92920	BORUD/ARLO B GENERAL FUND	36.38 36.38
92921	BROSZ ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	20,450.00 20,450.00
92922	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	2,003.66 2,003.66
92923	CAPITAL CITY RESTAURANT SUPPLY, INC. GENERAL FUND	129.47 129.47
92924	CARD SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	127.21 104.05 23.16
92925	CARQUEST OF STANLEY COUNTY ROAD & BRIDGE FUND	1,252.03 1,252.03
92926	CBM MANAGED SERVICES GENERAL FUND	2,372.40 2,372.40
92927	CDW GOVERNMENT GENERAL FUND	2,692.07 2,692.07
92928	CITY OF NEW TOWN COUNTY ROAD & BRIDGE FUND	50.00 50.00
92929	CITY OF STANLEY WEED CONTROL FUND	25.61 25.61
92930	COMPUTER PROFESSIONALS GENERAL FUND	2,453.88 2,453.88
92931	DAKOTA DRUG CO GENERAL FUND	12.95 12.95
92932	DAKOTA FIRE EXTINGUISHERS, INC. GENERAL FUND COUNTY ROAD & BRIDGE FUND	972.94 751.58 221.36
92933	DAKOTA TRUCK & FARM SERVICE COUNTY ROAD & BRIDGE FUND	63.07 63.07
92934	DALE/JENNIFER GENERAL FUND	71.78 71.78
92935	DEANS BULK SERVICE, INC COUNTY ROAD & BRIDGE FUND	287.00 287.00
92936	DELTA WATERFOWL/MO CO FOWLERS GENERAL FUND	1,000.00 1,000.00

92937	FARMERS UNION OIL CO-PLAZA GENERAL FUND COUNTY ROAD & BRIDGE FUND	9,537.17 1,099.59 8,437.58
92938	GRAPHICS, LETTERING & TRIM COUNTY ROAD & BRIDGE FUND	978.00 978.00
92939	H.A.THOMPSON & SONS INC GENERAL FUND	3,535.00 3,535.00
92940	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	5,640.73 5,640.73
92941	INFORMATION TECHNOLOGY DEPT GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	5,991.41 2,319.00 3,672.41
92942	IWORQ SYSTEMS COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
92943	JOHNSON AUTO BODY INC GENERAL FUND	414.31 414.31
92944	K SQUARED ELECTRIC INC GENERAL FUND	2,215.13 2,215.13
92945	LAHTINEN/LUKE GENERAL FUND	32.70 32.70
92946	LANDRY/JOSEPH GENERAL FUND	51.23 51.23
92947	LITTLE FALLS MACHINE, INC. COUNTY ROAD & BRIDGE FUND	924.04 924.04
92948	MATTHEW BENDER & CO INC GENERAL FUND	241.61 241.61
92949	MEIERS OIL INC GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	27,322.36 2,130.45 24,436.80 755.11
92950	MENARDS - MINOT GENERAL FUND	43.97 43.97
92951	MIDSTATE TELEPHONE CO GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	3,466.06 3,207.07 172.09 46.73 40.17
92952	MINOT DAILY NEWS GENERAL FUND	239.20 239.20
92953	MINOT RESTAURANT SUPPLY CO GENERAL FUND	197.84 197.84
92954	MOUNTRAIL COUNTY HEALTH CENTER GENERAL FUND	400.00 400.00
92955	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	394.00 394.00
92956	MOUNTRAIL COUNTY WEED CONTROL COUNTY PARKS FUND	472.25 472.25
92957	MRC GLOBAL (US) INC. COUNTY ROAD & BRIDGE FUND	161.70 161.70

92958	NAPA COUNTY ROAD & BRIDGE FUND	545.06 545.06
92959	ND ASSN OF COUNTY ENGINEERS COUNTY ROAD & BRIDGE FUND	350.00 350.00
92960	ND ASSOCIATION OF COUNTIES GENERAL FUND COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND E 911 EMERGENCY/WIRELESS FUND	6,210.13 3,274.00 550.00 135.00 2,251.13
92961	ND ASSOCIATION OF COUNTIES GENERAL FUND	387.50 387.50
92962	ND COUNTY RECORDERS ASSN GENERAL FUND	200.00 200.00
92963	ND DEPT OF TRANSPORTATION COUNTY ROAD & BRIDGE FUND	56,459.07 56,459.07
92964	ND STATE RADIO COMMUNICATIONS GENERAL FUND	720.00 720.00
92965	ND TRUCK WASH GENERAL FUND	30.00 30.00
92966	NDSU EXTENSION SERVICE GENERAL FUND	125.00 125.00
92967	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	1,072.05 1,072.05
92968	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND	433.19 433.19
92969	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
92970	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	1,821.17 1,486.81 270.13 64.23
92971	OHNSTAD TWICHELL, P.C. GENERAL FUND	15,993.76 15,993.76
92972	OLSON/WAYNE GENERAL FUND	43.60 43.60
92973	OTIS ELEVATOR COMPANY GENERAL FUND	3,000.00 3,000.00
92974	OTTER TAIL POWER COMPANY COUNTY ROAD & BRIDGE FUND	153.07 153.07
92975	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	2,431.96 2,431.96
92976	RESERVATION TELEPHONE GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	1,177.28 1,061.37 101.96 13.95
92977	RICHTER-ROBERTUS/STEPHANIE GENERAL FUND	1,000.00 1,000.00
92978	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	1,618.75 476.25 1,142.50

92979	SETINA MFG CO., INC GENERAL FUND	1,002.15 1,002.15
92980	SORENSEN/CHARLIE GENERAL FUND	17.44 17.44
92981	SOURCE ONE SUPPLY, INC COUNTY ROAD & BRIDGE FUND	2,318.00 2,318.00
92982	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	170.10 170.10
92983	SPRINGANS FURNITURE GENERAL FUND	8,800.00 8,800.00
92984	STANLEY HARDWARE GENERAL FUND COUNTY ROAD & BRIDGE FUND	808.48 88.79 719.69
92985	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	7.70 7.70
92986	STATE TREASURER E 911 EMERGENCY/WIRELESS FUND	6,295.50 6,295.50
92987	STEINS INC GENERAL FUND	198.24 198.24
92988	THE SIDWELL COMPANY GENERAL FUND	23,385.50 23,385.50
92989	THIRD WATCH COMMUNICATIONS L.L.C. GENERAL FUND	260.00 260.00
92990	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	136.06 136.06
92991	TIOGA MACHINE SHOP INC COUNTY ROAD & BRIDGE FUND	27.74 27.74
92992	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND	403.93 115.90 288.03
92993	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND	5,418.67 3,754.46 1,664.21
92994	VERTIV SERVICES, INC. GENERAL FUND	2,107.00 2,107.00
92995	VOLK/GARRETT GENERAL FUND	19.62 19.62
92996	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
92997	WESTERN AREA WATER SUPPLY AUTHORITY COUNTY PARKS FUND	3,000.00 3,000.00
92998	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	43.20 43.20
	FINAL TOTAL	\$ 253,771.68

The Board adjourned at 10:50 A.M. to meet in regular session on Tuesday, February 6, 2018 at 9:00 A.M.

Accepted and approved this 6th day of February, 2018

Trudy Ruland, Vice-Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor