

Proceedings of the Mountrail County Commissioners

April 18, 2017

The Board met in regular session on Tuesday at 9:00 A.M. with Commissioners Arlo Borud, Trudy Ruland, Garry Jacobson, Daniel Uran and Gary Johnson present. Also present was States Attorney, Wade Enget, Lou Marmon with Knife River Township, Chris Kautz with Knife River Corporation, Rob Rebel with Knife River Corporation, Gary Satterthwaite, Jamie Hyatt, Jerry Uran with Knife River Township, Fred Evans, Janice L Hanson, Beverly Thompson, Ray Dean Strid, Lanny Thompson, Roberta Ramberg, Charles Ramberg, Starla Liedle, Jeff Ebsch with Brosz Engineering, Donavon Breen with Brosz Engineering, Ole Lynne with Plaza Township, Jon Andes with Plaza Township, Corey Bristol with the Sheriff's Department, Traci Hysjulien with the Clerk of Courts Office, Joyce Evans, Janis Patrick, Jerome Rice, Roger Blestrud, Mike Hynek, Rikki Rice, Brad Farhart, Joyce Waldock, Paul Ogden, Scott Fladeland, Keith Uran, Charlie Sorenson, Donna Ogden, Jason Rice, Scott Davis, Danita Bye, Gordon Bye, Ryan Quarne with Olson & Burns Law Firm, Brian & Lynn Rosencrans, Boyd Anderson, Keith Meiers, Jacolyn Nelson, Derald Hoover, Rory Wolte, Dustin Roise, and Tressy Heinle.

Chairman Borud called the meeting to order.

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

Moved by Comm. Johnson, seconded by Comm. Uran, to approve the Minutes of April 4, 2017 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Ruland, seconded by Comm. Johnson, to approve the bills totaling \$828,317.16. 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. Ruland, seconded by Comm. Jacobson, to approve the March 2017 fees for the Clerk of Courts Office. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Ruland, to approve the Temporary Employee Agreement for Marty Holmen for the Road & Bridge Department totaling \$18.00 per hour from May 1, 2017 to October 31, 2017 and shall not exceed 47 hours per week and no more than 450 hours per year. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Ruland, seconded by Comm. Jacobson, to approve the road crossing permit 436 from Mountrail Williams Electric Cooperative on CR 1, 64th Ave NW, located in Sections 20 & 21 in Township 152 North, Range 88 West (Plaza Township) to bore for electrical. Upon roll call, all present voted yes Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Ruland, to approve the road crossing permit 437 from Northwest Communications Cooperative on CR 9, 71st St NW, located in Section 3 in Township 157 North, Range 94 West (White Earth Township) to bore for fiber optic cable. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Ruland, to approve the road crossing permit 438 from Northwest Communications Cooperative on CR 9, 71st St NW, located in Sections 3 & 11 in Township 157 North, Range 94 West (White Earth Township) to bore for fiber optic cable. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Ruland, to approve the road crossing permit 439 from Northwest Communications Cooperative on CR 6, 68th St NW, located in Sections 21 & 29 in Township 157 North, Range 94 West (White Earth Township) to bore for fiber optic cable. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Ruland, to approve the road crossing permit 440 from Northwest Communications Cooperative on CR 4, 74th St NW, located in Sections 19 & 31 in Township 158 North, Range 94 West (Bicker Township) to bore for fiber optic cable. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Ruland, to approve the road crossing permit 441 from Northwest Communications Cooperative on CR 4, 74th St NW, located in Sections 21 & 29 in Township 158 North, Range 94 West (Bicker Township) to bore for fiber optic cable. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Ruland, to approve the road crossing permit 442 from Northwest Communications Cooperative on CR 4, 74th St NW, located in Sections 21 & 28 in Township 158

North, Range 94 West (Bicker Township) to bore for fiber optic cable. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Ruland, to approve the road crossing permit 443 from Northwest Communications Cooperative on CR 9, 99th Ave NW, located in Sections 21 & 22 in Township 158 North, Range 94 West (Bicker Township) to bore for fiber optic cable. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Johnson, to approve the signing of the Abacus Audit for the year 2015. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Johnson, to approve the IBM Services Assistant Solution Summary for 1 year. Upon roll call, all present voted yes. Motion carried.

Discussion was held on the security issues.

Moved by Comm. Uran, seconded by Comm. Ruland, to approve a letter to be sent to all of the employees which states if an employee does not go through the security screening, the employee will be subject to disciplinary action under the Employee Policy Manual. Upon roll call, all present voted yes. Motion carried.

Discussion was held on becoming a tobacco free facility.

Discussion was held on issues with the manual adjustments in Kronos.

Moved by Comm. Jacobson, seconded by Comm. Johnson to approve the salary increase for Shelby Hanson from the Sheriff's Department totaling \$4,443.00 a month starting April 1, 2017 for successful completion of probationary period. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Johnson to approve the salary increase for Warren Bogert Jr. from the Sheriff's Department totaling \$4,443.00 a month starting April 1, 2017 for successful completion of probationary period. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Johnson to approve the salary increase for Tascha Anderson from the Sheriff's Department totaling \$4,443.00 a month starting April 1, 2017 for successful completion of probationary period. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Johnson to approve the salary increase for Chelsea Bingen from the Sheriff's Department totaling \$4,443.00 a month starting April 1, 2017 for successful completion of probationary period. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Johnson to approve the salary increase for Janelle Miller from the Sheriff's Department totaling \$4,443.00 a month starting April 1, 2017 for successful completion of probationary period. Upon roll call, all present voted yes. Motion carried.

Laurie Johnson, Jail Administrator, met with the Board to give an update on the new jail facility.

Shawna McFarland, Social Services Director, met with the Board to request the Social Workers receive overtime instead of flex time. Director McFarland stated the department is not fully staffed.

Moved by Comm. Jacobson, seconded by Comm. Uran, to approve the overtime for Social Workers until the department is fully staffed. Upon roll call, all present voted yes. Motion carried.

Chris Kautz and Rob Rebel with Knife River Cooperation, and Jerry Uran with Knife River Township met with the Board to request a temporary closure of a section line between Section 7 and 8, Township 153 North, Range 92 West (Knife River Township). Lisa Lee, Planning and Zoning Administrator was present for the discussion. Knife River Cooperative plans to mine gravel from both sides of the section line for a road project on Hwy 1804. Jerry Uran stated the section line could become hazardous if both sides of the section line are mined. Rob Rebel stated the mining should only take 4-5 weeks. States Attorney Enget suggested a temporary closure through the Sheriff's office until signed off by Knife River Township.

Moved by Comm. Johnson, seconded by Comm. Jacobson, to approve the temporary section-line closure between Section 7 & 8 in Township 153 North, Range 92 West (Knife River Township) with the procedure completed through the Sheriff's Office. Upon roll call, all present voted yes except for Comm. Ruland who abstained from voting. Motion carried.

Lisa Lee, Planning & Zoning Administrator, updated the Board on the local emergency operation plans, federal funding cuts, comprehensive land use plan, burn bans, and a possible donation.

Lori Hanson, Tax Director, and Rory Porth, Assessor, met with the Board to discuss the soil implementation process. Assessor Porth stated compliance is dependent on the implementation of the soil survey method valuation by the County. Brookbank Township did not agree at the Township Equalization Meeting and the matter will move to the County Equalization Meeting in June.

Ole Lynne from Plaza met with the Board to discuss approaches at the Plaza Cemetery and Wabek road that were removed and not replaced during road construction projects. Engineer Heberlie stated the approaches are not within County ROW. Engineer Heberlie stated the Wabek approach is on private property and an approach permit needs to be submitted by the property owner.

Moved by Comm. Johnson, seconded by Comm. Jacobson, to approve the payment for the Wabek and Plaza Cemetery Approaches upon obtaining a permit. Upon roll call, Johnson and Jacobson voted yes. Ruland and Uran voted no. Chairman Borud voted yes. Motion carried.

Engineer Heberlie questioned which budget the approaches would come from. Ole Lynne stated the Township will pay for the approaches if the County would take liability. The Board agreed.

Jana Heberlie, Road Engineer, met with the Board to discuss issues in the Road and Bridge Department.

Charles Ramberg met with the Board to request an update on Cr 9, 101st Ave NW project. Engineer Heberlie stated this is the first project on the list if funding becomes available. Engineer Heberlie stated a public ROW meeting is scheduled for May 16 at 7:00 P.M.

Moved by Comm. Ruland, seconded by Comm. Uran, to approve a letter be sent to all landowners for the 101st Ave NW project about a ROW public meeting on May 16, 2017 at 7:00 P.M. at the South Complex. Upon roll call, all present voted yes. Motion carried.

Engineer Heberlie requested the speed limit on 96th Ave NW be changed from 45 mph to 35 mph to accommodate the installation of an approach.

Moved by Comm. Jacobson, seconded by Comm. Johnson, to approve the speed limit change on 96th Ave NW to 35 mph. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Ruland, to approve the payment of \$678,227.97 to CSI for the CR 1 and CR 12, Plaza road projects. Upon roll call, all present voted yes. Motion carried.

Discussion was held on the water issues on 4th St in Plaza.

Discussion was held on the new permit agreement with townships.

Moved by Comm. Johnson, seconded by Comm. Ruland, to approve the speed limit change from 45 mph to 35 mph on CR 3, 76th Ave NW. Upon roll call, all present voted yes. Motion carried.

Discussion was held on the request made by Slawson Exploration Company to upgrade an existing approach.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve a change order for a culvert replacement on CR 2, 66th Ave NW, missile road. Upon roll call, all present voted yes. Motion carried.

Discussion was held on the cost of paving in Plaza.

Karen Babbitt, Head Custodian, gave a tour of a storage room that is holding all of the excess building materials from the construction of the Justice Center.

Brian Kunz and Konrad Johnson from Adolfson and Peterson met with the Board to give an update on the new Justice Center.

Konrad Johnson stated the excess building material was included in the contract.

Moved by Comm. Ruland, seconded by Comm. Uran, to accept the change order for a credit. Upon roll call, all present voted yes. Motion carried.

Fred Evans with Brookbank Township met with the Board to discuss the soil implementation. Also present from the Tax Directors Office was Rory Porth, Assessor and Teresa Captain, Deputy Tax Director. Fred Evans stated the County is not utilizing the implementation of soils correctly and feels usage should be utilized.

Charlie Sorenson suggested a soil board be created that would make suggestions to the Tax Director’s Office. Charlie Sorenson stated the land should be split into pasture vs crop land.

Assessor Porth explained that the surrounding counties are following the same procedures.

States Attorney Enget stated that modifiers are not dead but it does have to be approved by the state before implementation and the assessing rules come from the legislation.

Marvin and Perscilla Pfenning met with the Board to discuss the Rolling Plains Cemetery located in Section 22, Township 155 North, Range 88 West (Kickapoo Township) which has been abandoned for several years.

Moved by Comm. Ruland, seconded by Comm. Uran, to accept the Rolling Plains Cemetery as an abandoned cemetery. Upon roll call, all present voted yes. Motion carried.

States Attorney Enget gave a legislative update.

APPROVED 04/18/2017 - PAYMENT 04/18/2017

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
91078	ADDCO OFFICE SYSTEMS	156.89
	GENERAL FUND	94.14
	COUNTY ROAD & BRIDGE FUND	31.38
	COUNTY AGENT FUND	31.37
91079	AMERIPRIDE LINEN & APPAREL SERVICES	593.20
	GENERAL FUND	534.52
	COUNTY ROAD & BRIDGE FUND	58.68
91080	ASC CONSTRUCTION EQUIPMENT USA, INC	461.79
	COUNTY ROAD & BRIDGE FUND	461.79
91081	AVI SYSTEMS, INC	16,377.73
	GENERAL FUND	16,377.73
91082	BANK OF NORTH DAKOTA	28,370.57
	GENERAL FUND	28,370.57
91083	BBH INSURANCE, INC	15.00
	GENERAL FUND	15.00
91084	BHG INC	58.50
	COUNTY ROAD & BRIDGE FUND	58.50
91085	BLUE CROSS BLUE SHIELD	136.20
	GENERAL FUND	136.20
91086	BOSCHEE/GREG	146.88
	GENERAL FUND	146.88
91087	BRAD'S HARDWARE HANK	29.99
	COUNTY ROAD & BRIDGE FUND	29.99
91088	CARD SERVICES	510.26
	GENERAL FUND	493.69
	COUNTY ROAD & BRIDGE FUND	16.57
91089	CARQUEST OF STANLEY	548.03
	GENERAL FUND	19.31
	COUNTY ROAD & BRIDGE FUND	502.42
	WEED CONTROL FUND	26.30
91090	CDW GOVERNMENT	839.57

	GENERAL FUND	839.57
91091	CITY OF PLAZA COUNTY ROAD & BRIDGE FUND	82.50 82.50
91092	CITY OF STANLEY WEED CONTROL FUND	125.78 125.78
91093	COMPUTER PROFESSIONALS GENERAL FUND	2,376.02 2,376.02
91094	COOKS CORRECTIONAL GENERAL FUND	1,367.20 1,367.20
91095	ELECTRONICS COMMUNICATIONS INC E 911 EMERGENCY/WIRELESS FUND	600.00 600.00
91096	FARMERS UNION OIL CO-PLAZA GENERAL FUND COUNTY ROAD & BRIDGE FUND	6,880.83 332.87 6,547.96
91097	H.A.THOMPSON & SONS INC GENERAL FUND	3,613.08 3,613.08
91098	HACTC GENERAL FUND	426.17 426.17
91099	INFORMATION TECHNOLOGY DEPT GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	5,662.67 2,545.95 3,116.72
91100	LA QUINTA INN & SUITES GENERAL FUND	81.90 81.90
91101	LANGHANS FUNERAL HOMES INC GENERAL FUND	1,350.00 1,350.00
91102	LAWSON PRODUCTS, INC COUNTY ROAD & BRIDGE FUND	342.48 342.48
91103	MEIERS OIL INC COUNTY ROAD & BRIDGE FUND	12,904.55 12,904.55
91104	MIDSTATE TELEPHONE CO GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	3,964.49 3,715.32 165.12 44.75 39.30
91105	MRC GLOBAL (US) INC. COUNTY ROAD & BRIDGE FUND	192.48 192.48
91106	NAPA GENERAL FUND COUNTY ROAD & BRIDGE FUND	113.28 49.96 63.32
91107	NAPA AUTO PARTS COUNTY ROAD & BRIDGE FUND	271.91 271.91
91108	ND ASSOCIATION OF COUNTIES E 911 EMERGENCY/WIRELESS FUND	2,279.40 2,279.40
91109	ND COUNTY RECORDERS ASSN GENERAL FUND	100.00 100.00
91110	ND STATE RADIO COMMUNICATIONS GENERAL FUND	1,080.00 1,080.00
91111	ND SURPLUS PROPERTY COUNTY PARKS FUND	2,000.00 2,000.00

91112	ND TRUCK WASH GENERAL FUND	30.00 30.00
91113	NDSU - EXTENSION OFFICE COUNTY AGENT FUND	12,000.00 12,000.00
91114	NEOFUNDS BY NEOPOST GENERAL FUND	700.67 700.67
91115	NETWORKFLEET, INC. COUNTY ROAD & BRIDGE FUND	771.95 771.95
91116	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	9,093.61 9,093.61
91117	NORMONT EQUIPMENT CO. COUNTY ROAD & BRIDGE FUND	144.31 144.31
91118	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	2,486.24 2,486.24
91119	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
91120	NORTHWEST TIRE INC COUNTY ROAD & BRIDGE FUND	81.25 81.25
91121	O-DAY EQUIPMENT LLC COUNTY ROAD & BRIDGE FUND	1,469.35 1,469.35
91122	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,885.99 1,311.34 574.65
91123	OHNSTAD TWICHELL, P.C. GENERAL FUND	2,542.05 2,542.05
91124	OTTER TAIL POWER CO COUNTY ROAD & BRIDGE FUND	272.24 272.24
91125	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	1,558.17 1,558.17
91126	RECORD KEEPERS, LLC GENERAL FUND	16.00 16.00
91127	RELIANCE TELEPHONE, INC GENERAL FUND	100.00 100.00
91128	RESERVATION TELEPHONE GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	1,215.57 1,061.37 140.25 13.95
91129	RUSHORDERTEES.COM GENERAL FUND	1,219.62 1,219.62
91130	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	170.10 170.10
91131	STANLEY COMMERCIAL CLUB GENERAL FUND	1,000.00 1,000.00
91132	STANLEY HARDWARE GENERAL FUND COUNTY ROAD & BRIDGE FUND	489.84 448.79 41.05
91133	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	106.05 106.05

91134	STEINS INC GENERAL FUND	650.13 650.13
91135	STREICHER'S GENERAL FUND	359.94 359.94
91136	SWANSTON EQUIPMENT CORP COUNTY ROAD & BRIDGE FUND	254.40 254.40
91137	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	136.06 136.06
91138	TIOGA MACHINE SHOP INC COUNTY ROAD & BRIDGE FUND	301.00 301.00
91139	ULINE GENERAL FUND	794.01 794.01
91140	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND	3,368.63 2,217.63 1,151.00
91141	VOLK/GARRETT GENERAL FUND	71.90 71.90
91142	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
91143	WHEELER CONTRACTING, INC. GENERAL FUND	6,655.00 6,655.00
91144	ZEE SERVICE COMPANY COUNTY ROAD & BRIDGE FUND	287.15 287.15
91145	CENTRAL SPECIALTIES, INC. COUNTY ROAD & BRIDGE FUND	678,227.97 678,227.97
91146	THE FIRST AND FARMERS BANK CLERK OF COURT TRUST FUND	2,469.61 2,469.61
	FINAL TOTAL	828,317.16

The Board adjourned at 4:15 P.M. to meet in regular session on Tuesday, May 2, 2017 at 9:00 A.M.

Accepted and approved this 2nd day of May, 2017.

Arlo Borud, Chairman
Mountrail County Commissioners

Stephanie A. Pappa
Mountrail County Auditor