

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, April 16, 2024 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Trudy Ruland, Wayne Olson, Jason Rice, Joan Hollekim and John DeGroot present. State’s Attorney, Wade Enget was present.

Chairman Ruland called the meeting to order. The Pledge of Allegiance was recited.

2. BUSINESS

A. AGENDA

Moved by Comm. Olson, 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. DeGroot, seconded by Comm. Hollekim, to approve the minutes of the April 2, 2024 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the March fees for the Clerk of Court, Sheriff, Recorder and the February fees for Recorder. Upon roll call, Rice, DeGroot, Olson, Hollekim, and Ruland voted yes. Motion carried.

D. PAYROLL

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the appointed officials sick leave and vacation from 2-1-24 to 3-31-24. Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

E. PERMIT

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the transfer for the Uniform Permits from January 1st to March 31st 2024 from the General Fund to the Country Road & Bridge Fund totaling \$833,104.31. Upon roll call, Ruland, Rice, Hollekim, DeGroot and Olson voted yes. Motion carried.

F. GAME SITE AUTHORIZATION

Moved by Comm. Olson, seconded by Comm. Rice, to approve signing the Gaming Site Authorization for the Veterans Club of Kenmare, Inc at the Riv. Upon roll call, Olson, DeGroot, Ruland, Rice and Hollekim voted yes. Motion carried.

G. APPOINTMENT OF ELECTION INSPECTORS

Moved by Comm. Hollekim, seconded by Comm. DeGroot , to approve the list of election inspectors as presented by County Auditor, Stephanie Pappa, and approve the county auditor to fill any vacancies that may exist for the 2024 Primary and General Elections as per N.D.C.C 16.1-05-01 (b) at polling location . Upon roll call, all present voted yes. Motion carried.

H. LATCF

Discussion was held on what the Local Assistance and Tribal Consistency Fund (LATCF) totaling \$235,229.82 would be spent on. More discussion will be held at the next commissioner meeting.

I. HOTEL RATES

Discussion was held on employee lodging reimbursement when hotel state rate is not available. This issue will be dealt with by a case by case basis.

J. DISCUSSION ON MEMORIAL BUILDING

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve signing the agreement with 701 Scrap LLC to move the Memorial Building offices back from the Gjellstad (Car Quest) building with Tammy Leupp, Building

Supervisor making the decision on the moving process. Upon roll call, Ruland, Rice, Olson, Hollekim and Degroot voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve extending the food pantry lease at the Gjellstad (CarQuest) building to May 31, 2024. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve authorizing Comm. Ruland to sign a letter when applicable, giving a 60-day notice to vacate for the Gjellestad (Car Quest) Building contract and the Food Pantry contract. Upon roll call, all present voted yes. Motion carried.

K. JDA PROJECT FUNDING

Comm. Rice and Comm. Olson stated the Job Development Authority (JDA) would like clarification on project funding. The Commission agreed that nonprofit health care facility capital improvement projects funded pursuant to 11-11-14(24) of the ND Century Code, County Parks and emergency services shouldn't be allowed to be funded through the Job Development Authority (JDA).

L. SOUTH COMPLEX RENTAL

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the waiving of the rental fee to The Pursuit for a nerf family event with insurance liability and clean up deposit required. Upon roll, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

M. BILLS

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the bills totaling \$555,774.71 and March 17 through March 30 payroll, checks #17781-17797 and direct deposits #20777-20928 totaling \$538,276.20. Upon roll call, Olson, DeGroot, Hollekim, 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 04/16/2024 - PAYMENT 04/16/2024

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
108865	ADVANCED BUSINESS METHODS GENERAL FUND	7,356.20 7,356.20
108866	ALTRU HOSPITAL GENERAL FUND	20.00 20.00
108867	ARAMARK UNIFORM SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,142.34 775.22 367.12
108868	ARMOR INTERACTIVE GENERAL FUND DOCUMENT PRESERVATION FUND	37,454.77 36,914.77 540.00
108869	AXON ENTERPRISE, INC. AMERICAN RESCUE PLAN FUND	217,204.80 217,204.80
108870	BERTHOLD RURAL FIRE DIST #15 CO. HAZARDOUS CHEMICAL ACCOUNT FUND	3,174.00 3,174.00
108871	BERTZ RV & MARINE GENERAL FUND	4,606.90 4,606.90
108872	BRAAFLAT/MICHAEL COUNTY ROAD & BRIDGE FUND	59.00 59.00
108873	CNH INDUSTRIAL ACCOUNTS COUNTY ROAD & BRIDGE FUND	1,561.66 1,561.66
108874	COLE PAPER INC. GENERAL FUND	395.24 395.24

108875	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	4,035.00 4,035.00
108876	CUMMINS SALES AND SERVICE GENERAL FUND	3,569.00 3,569.00
108877	DAKOTA DRUG CO GENERAL FUND	166.33 166.33
108878	DAKOTA DUST-TEX, INC GENERAL FUND	274.60 274.60
108879	DAKOTA TRUCK & FARM SERVICE COUNTY ROAD & BRIDGE FUND	1,478.75 1,478.75
108880	DMC WEAR PARTS LLC COUNTY ROAD & BRIDGE FUND	15,561.60 15,561.60
108881	DUERRE/SCOTT COUNTY ROAD & BRIDGE FUND	59.00 59.00
108882	ENERBASE GENERAL FUND COUNTY ROAD & BRIDGE FUND	10,873.43 857.33 10,016.10
108883	FARMERS UNION OIL CO-WILTON GENERAL FUND	236.21 236.21
108884	FIRE EXTINGUISHING SYSTEMS, INC GENERAL FUND	334.95 334.95
108885	FULKERSON STEVENSON FUNERAL HOME GENERAL FUND	460.00 460.00
108886	GAFFANEYS OF MINOT INC GENERAL FUND	102.50 102.50
108887	GJELLSTAD, LLC GENERAL FUND	10,000.00 10,000.00
108888	GRACIE GLOBAL, LLC GENERAL FUND	1,500.00 1,500.00
108889	GRAVEL PRODUCTS INCORPORATED COUNTY ROAD & BRIDGE FUND	10,996.02 10,996.02
108890	H.A.THOMPSON & SONS INC GENERAL FUND	12,875.00 12,875.00
108891	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS COUNTY ROAD & BRIDGE FUND	97,341.86 6,313.25 91,028.61
108892	HENNESSY/JANA COUNTY ROAD & BRIDGE FUND	59.00 59.00
108893	HERRERA/AZERETH GENERAL FUND	250.00 250.00
108894	HILL/ALEXIS COUNTY ROAD & BRIDGE FUND	59.00 59.00
108895	INFORMATION TECHNOLOGY DEPT GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	6,955.44 3,514.90 3,440.54
108896	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND	7,562.51 5,627.61 1,387.99

	E 911 EMERGENCY/WIRELESS FUND	448.98
	COUNTY AGENT FUND	67.98
	WEED CONTROL FUND	29.95
108897	K SQUARED ELECTRIC INC COUNTY PARKS FUND	1,052.69 1,052.69
108898	KRONOS SAASHR INC GENERAL FUND	701.35 701.35
108899	LANGUAGE LINE SERVICES, INC E 911 EMERGENCY/WIRELESS FUND	46.26 46.26
108900	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	83.74 83.74
108901	MARTENS WELDING INC GENERAL CAPITAL PROJECTS	1,000.00 1,000.00
108902	MEDICAL SOLUTIONS INC GENERAL FUND	20.84 20.84
108903	MEIERS OIL INC GENERAL FUND	73.57 73.57
108904	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	8,749.87 8,749.87
108905	MOWBRAY & SON, INC GENERAL CAPITAL PROJECTS	6,968.75 6,968.75
108906	NAPA AUTO PARTS COUNTY ROAD & BRIDGE FUND	52.35 52.35
108907	ND APCO ASSOCIATION E 911 EMERGENCY/WIRELESS FUND	180.00 180.00
108908	ND COUNTY COMMISSIONERS ASSN GENERAL FUND	150.00 150.00
108909	ND DEPT OF EMERGENCY SERVICES GENERAL FUND	2,997.32 2,997.32
108910	ND 911 ASSOCIATION E 911 EMERGENCY/WIRELESS FUND	100.00 100.00
108911	NDLTAP/UGPTI COUNTY ROAD & BRIDGE FUND	50.00 50.00
108912	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	2,671.69 2,671.69
108913	NORTH PRAIRIE RURAL WATER DISTRICT COUNTY ROAD & BRIDGE FUND	80.51 80.51
108914	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,579.47 1,450.70 128.77
108915	OTTER TAIL POWER COMPANY GENERAL FUND	47.87 47.87
108916	PARSHALL RURAL AMBULANCE DISTRICT CO. HAZARDOUS CHEMICAL ACCOUNT FUND	12,000.00 12,000.00
108917	PINNACLE GENERAL FUND COUNTY ROAD & BRIDGE FUND	3,880.78 3,784.38 96.40

108918	PITNEY BOWES GLOBAL FINANCIAL SERVICES GENERAL FUND	668.58 668.58
108919	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	195.94 195.94
108920	POMP'S TIRE SERVICE COUNTY ROAD & BRIDGE FUND	817.18 817.18
108921	PREBLE MEDICAL SERVICES INC GENERAL FUND	40.00 40.00
108922	PURCHASE POWER GENERAL FUND	1,500.00 1,500.00
108923	QUADIENT FINANCE USA INC GENERAL FUND	1,452.42 1,452.42
108924	R & T WATER DISTRICT COUNTY PARKS FUND	55.00 55.00
108925	RAMADA BISMARCK HOTEL GENERAL FUND	192.60 192.60
108926	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	12,713.08 12,713.08
108927	RECORD KEEPERS, LLC GENERAL FUND	17.50 17.50
108928	RICE/JASON GENERAL FUND	251.92 251.92
108929	RTC NETWORKS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND COUNTY AGENT FUND WEED CONTROL FUND	5,220.44 4,465.80 173.01 438.73 71.45 71.45
108930	RUDOLPH ELECTRIC, LLC GENERAL FUND	2,021.12 2,021.12
108931	SIGN SOLUTIONS USA LLC E 911 EMERGENCY/WIRELESS FUND	3,125.68 3,125.68
108932	SOURIS BASIN PLANNING COUNCIL GENERAL FUND	9,848.00 9,848.00
108933	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	481.92 41.98 393.43 46.51
108934	STANLEY HARDWARE GENERAL FUND COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE WEED CONTROL FUND	1,400.65 676.33 657.37 50.97 15.98
108935	STANLEY LUMBER & SUPPLY COUNTY ROAD & BRIDGE FUND	98.32 98.32
108936	STANLEY PROFESSIONAL BUILDING VETERAN'S SERVICE OFFICER FUND	650.00 650.00
108937	STEINS INC GENERAL FUND	1,105.22 1,105.22

108938	SUMMIT FOOD SERVICE, LLC GENERAL FUND	6,571.21 6,571.21
108939	THE SIDWELL COMPANY GENERAL FUND	1,290.00 1,290.00
108940	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	212.37 212.37
108941	TRACTOR SUPPLY COMPANY GENERAL FUND	45.97 45.97
108942	TYLER TECHNOLOGIES, INC DOCUMENT PRESERVATION FUND	3,400.00 3,400.00
108943	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,016.62 81.56 935.06
108944	VERIZON CONNECT NWF, INC. COUNTY ROAD & BRIDGE FUND	583.05 583.05
108945	VERIZON WIRELESS GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	501.75 146.97 296.97 57.81
108946	WASTE MANAGEMENT COUNTY ROAD & BRIDGE FUND	86.00 86.00
	GRAND TOTAL	555,774.71

N. BOARD CONCERNS

The Board thanked Extension Agent, Lynnette Vachal for the quarterly reports. The board also recommended when appointed officials were sending the reports to also include Auditor, Stephanie A. Pappa in order to be downloaded onto the armor cloud.

3. APPOINTMENT SCHEDULED

9:15 A.M.

Desiree Sorenson, Mountrail McKenzie Human Service Zone Director presented a quote for new office furniture.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the purchase of office equipment for the Mountrail McKenzie Human Service Zone totaling \$12,000 paid from the county building fund. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

9:30 A.M.

Karen Davies, Deputy Treasurer met with the board to discuss the renewal of two Certificate of Deposit (CD's).

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the renewal of Certificate of Deposit (CD's) one for \$2 million and one for \$3 million for 12-months at Liberty State Bank. Upon roll call, Ruland, Hollekim, DeGroot, Olson and Rice voted yes. Motion carried.

9:40 A.M.

Jana Hennessy, Road & Bridge (R&B) Engineer met to discuss Road & Bridge.

1. 96TH AVE NW CULVERT FAILURE

Engineer Hennessy discussed a failure with a culvert on 96th Ave NW located between Debing Township and 155 North, Range 94 West, Unorganized Township approximately 3 miles north of State Highway 1804.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve entering into a culvert assistance agreement with Debing Township and Unorganized Township 155-94 and accept the estimate of D&L Construction totaling \$46,012.80 for the emergency repair/removal of the culverts with 25% of 50% being paid

by Debing Township pending their approval. Upon roll call, Olson, Hollekim, DeGroot, Ruland and Rice voted yes. Motion carried.

2. CR 3 PHASE I (PALERMO NORTH)

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve Change Order #1 for CR 3 Phase I (Palermo North) with Wm. D. Scepaniak Inc. totaling \$16,321.80 with extending the project to June 15, 2024 with no liquidated damages. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

3. CR 1 RECONSTRUCTION-01(62)23; 18.2 MILES FROM 3 MILES N. OF PLAZA TO US HIGHWAY 2

Engineer Hennessy and John Sauber, Sauber Engineering discussed the preliminary design option and cost estimates on CR 1 Reconstruction 01(62)23. John Sauber with Sauber Engineering discussed the possibility of paving for Section A is from the Plaza N. pavement to CR 10 (53rd St NW), which is 8 miles in length (estimated cost \$14,400,000), & Segment B graveling which is from CR 10 to US Highway 2, which totals 10.2 miles in length (estimated cost \$10,200,000) for the possibility in 2026 year for shelf ready. Engineer Sauber stated the roadway for Segment A would not need to be reconstructed prior to paving and would be left until a decision was made to pave; only the design engineering would be done on this stretch of road.

Moved by Comm. Ruland, seconded by Comm. Olson, to approve the preliminary design for gravel for Segment B with plans to potentially reconstruct this segment in 2025 and to also proceed with the preliminary design for a pavement surface for Segment A. Upon roll call, Hollekim, Ruland, Rice, Olson and DeGroot voted yes. Motion carried.

The board suggested contacting Florence Johnson to see if she would be willing to provide additional easement in Section 3, Township 154, Range 88 instead of working with the Game & Fish Wildlife to obtain temporary easement.

4. COTTONWOOD BRIDGE; PROJECT BRO-0031(056) PCN 21435 QUALITY DIRTWORKS

Engineer Hennessy and John Sauber, Sauber Engineering discussed the bridge replacement options for Cottonwood Bridge, Project BRO-0031(056) PCN 21435 located on 88½ Ave NW in Section 8 of Cottonwood Township. More discussion will be held with the Cottonwood Township Board to work on moving forward with the bridge replacement.

5. BRIDGE 31-104-09.0

Engineer Hennessy discussed the future plans for replacement for Bridge 31-104-09.0 located on 70th St NW in Section 15 of White Earth Township.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve adding Bridge 31-104-09-0 to the plan listing for future bridge replacement funding. Upon roll call, all present voted yes. Motion carried.

6. 41st ST NW-UO 41(22)

Engineer Hennessy discussed the punch list on 41st St NW project UO 41(22) from ND#1804 to Bluebird Drive in Arrowhead Point Subdivision. Jon Newman with Mayo Construction and Austin Becker with Ackerman-Estvold Engineering were also present. Jon Newman, Mayo Construction made a proposal to the county to fix 41st St NW project which included milling and repaving the surface of the eastbound lane and complete corrective actions to meet project specifications at no additional cost to the County. Mr. Newman requested the liquidated damages be removed until the project is complete.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the proposal for completion of the punch list on 41st St NW, Project UO (41)22 and waive the liquidated damages for three weeks after frost law is lifted. Upon roll call, Olson, DeGroot, Hollekim, Ruland and Rice voted yes. Motion carried.

7. CR 9 ROW (CR4/CR9 Intersection North 4 Miles to Burke County)

Austin Becker, Ackerman-Estvold discussed a request from Keith & Trevor Rice to remove the rockpiles on their land which are mostly encompassed within the new right of way.

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve removing rockpiles from the landowners Keith & Trevor Rice on CR 9 right of way provided the landowners agree not to charge the County for temporary easement needed to perform the work. Upon roll call, DeGroot, Ruland, Olson, Hollekim voted yes except for Rice who abstained. Motion carried.

8. TEMPORARY STORAGE LEASE AGREEMENTS

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the temporary storage lease agreements for Kevin Lapica, Rikki & Sarah Rice and Robert and Jerrolyn Wirtz at no cost to the County. Upon roll call, all present voted yes. Motion carried.

9. WHITE EARTH COTTAGE BAY

Engineer Hennessy discussed the concerns from lot holders in White Earth Cottage Site with the steep back slopes. The Commissioners agreed to move forward with the current plans for construction of the road.

10. HYDROLOGIC MONITORING WELL (USGS)

Engineer Hennessy will bring back the agreement with USGS Dakota Water Science Center authorizing installation of hydrologic monitoring gauge on the bridge on the old Scenic road once the wiring/cables are installed underground (53rd St NW) in Section 3 of Unorganized Township 154, Range 94.

11. MISCELLANEOUS

Discussion was held concerning the round-about on NDDOT State Highway 23 & 8 that will not handle the big rig moves. Comm. Rice discussed CR 4 with blow outs that will need to be fixed. Engineer Hennessy will look into the Preliminary Engineering for a possibility of paving CR 4. Comm. Rice also discussed the bumps on CR 10, 53rd St NW.

4. ADJOURN

The Board adjourned at 12:06 P.M. to meet in regular session on Tuesday, May 7, 2024 at 9:00 A.M. Accepted and approved this 7th day of May, 2024.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor