

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, December 17, 2019 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Justice Center, Stanley, ND with Commissioners Trudy Ruland, Daniel Uran, Joan Hollekim, Garry Jacobson, and Wayne Olson present. Also present was States Attorney, Wade Enget.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

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

B. MINUTES

Moved by Comm. Hollekim, seconded by Comm. Jacobson, to approve the minutes of the December 3, 2019 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the November 2019 fees for the Sheriff's Office and October 2019 for the Recorder's Office. Upon roll call, Ruland, Olson, Jacobson, Hollekim, and Uran voted yes. Motion carried.

D. BILLS

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the bills totaling \$1,939,747.50. Upon roll call, Olson, Jacobson, Uran, Hollekim 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.)

APPROVED 12/17/2019 - PAYMENT 12/17/2019

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
97924	A&W TOWING & RECOVERY, INC. GENERAL FUND	525.00 525.00
97925	ACME TOOLS COUNTY ROAD & BRIDGE FUND	3,542.62 3,542.62
97926	ADVANCED BUSINESS METHODS GENERAL FUND	875.12 875.12
97927	AMBULANCE RESOURCES LLC GENERAL FUND	60.00 60.00
97928	AMERICAN BANK CENTER GENERAL FUND SOCIAL WELFARE FUND	1,672.65 81.38 1,591.27
97929	AMERIPRIDE LINEN & APPAREL SERVICES GENERAL FUND	125.11 125.11
97930	ARMOR INTERACTIVE GENERAL FUND	7,447.79 7,447.79
97931	BEST WESTERN RAMKOTA HOTEL-RAPID CITY COUNTY ROAD & BRIDGE FUND	539.94 539.94
97932	BLUE TARP FINANCIAL, INC. GENERAL FUND	39.99 39.99

97933	BORDER PLAINS EQUIPMENT LLC. COUNTY PARKS FUND	1,313.51 1,313.51
97934	BRAUN INTERTEC CORPORATION COUNTY ROAD & BRIDGE FUND	922.50 922.50
97935	BROSZ ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	420.00 420.00
97936	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	133.67 133.67
97937	CAMINO/RYAN GENERAL FUND	151.85 151.85
97938	CARQUEST OF STANLEY COUNTY ROAD & BRIDGE FUND	352.11 352.11
97939	CDW GOVERNMENT GENERAL FUND COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND	2,832.14 62.15 133.04 2,636.95
97940	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	3,215.80 149.50 149.50 2,916.80
97941	CITY OF NEW TOWN COUNTY ROAD & BRIDGE FUND	104.00 104.00
97942	CITY OF STANLEY WEED CONTROL FUND	11.25 11.25
97943	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	3,453.88 3,453.88
97944	DAKOTA DRUG CO GENERAL FUND	14.95 14.95
97945	DEANS BULK SERVICE, INC COUNTY ROAD & BRIDGE FUND	199.95 199.95
97946	DMC WEAR PARTS LLC COUNTY ROAD & BRIDGE FUND	3,818.10 3,818.10
97947	DUSTBUSTERS, INC. COUNTY ROAD & BRIDGE FUND	8,550.00 8,550.00
97948	ELECTRONICS COMMUNICATIONS INC E 911 EMERGENCY/WIRELESS FUND	1,004.10 1,004.10
97949	ESCO BISMARCK COUNTY ROAD & BRIDGE FUND	2,298.24 2,298.24
97950	EXTREME SALES WEED CONTROL FUND	10,090.00 10,090.00
97951	FARMERS UNION LUMBER CO COUNTY ROAD & BRIDGE FUND	238.38 238.38
97952	FARMERS UNION OIL CO-PLAZA GENERAL FUND COUNTY ROAD & BRIDGE FUND	2,852.43 2,818.78 33.65
97953	GAFFANEYS OF MINOT INC SOCIAL WELFARE FUND	152.10 152.10
97954	GCR TIRES & SERVICE COUNTY ROAD & BRIDGE FUND	225.99 225.99

97955	GEMPLER'S WEED CONTROL FUND	194.99 194.99
97956	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	94,493.45 94,493.45
97957	HENNESSY/JIM GENERAL FUND	161.76 161.76
97958	HORNADAY'S LAND SURVEYING GENERAL FUND	1,350.00 1,350.00
97959	INFORMATION TECHNOLOGY DEPT GENERAL FUND SOCIAL WELFARE FUND	6,543.32 6,413.22 130.10
97960	KRONOS SAASHR INC GENERAL FUND	530.08 530.08
97961	KUSTOM SIGNALS, INC GENERAL FUND	2,195.00 2,195.00
97962	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	17.91 17.91
97963	LOCKREM/DAWN SOCIAL WELFARE FUND	113.70 113.70
97964	LOMMEN/ORVIN SOCIAL WELFARE FUND	1,440.00 1,440.00
97965	MCKESSON MEDICAL-SURGICAL GENERAL FUND	120.88 120.88
97966	MEIERS OIL INC COUNTY ROAD & BRIDGE FUND	15,892.45 15,892.45
97967	MIDSTATE TELEPHONE CO GENERAL FUND COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND COUNTY AGENT FUND WEED CONTROL FUND	3,569.84 3,213.53 116.03 169.40 38.78 32.10
97968	MOUNTRAIL CO ROAD DEPART COUNTY PARKS FUND 154-94 UNORGANIZED TOWNSHIP 155-94 UNORGANIZED TOWNSHIP	70,442.78 132.00 38,986.14 31,324.64
97969	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	600.00 600.00
97970	MOUNTRAIL COUNTY 4-H COUNTY AGENT FUND	856.79 856.79
97971	NAPA COUNTY ROAD & BRIDGE FUND	203.24 203.24
97972	NAPA AUTO PARTS COUNTY ROAD & BRIDGE FUND	45.46 45.46
97973	ND DEPT OF HEALTH GENERAL FUND	210.00 210.00
97974	ND DEPT OF TRANSPORTATION COUNTY ROAD & BRIDGE FUND	5.00 5.00
97975	ND DEPT. OF ENVIRONMENTAL QUALITY GENERAL FUND	660.00 660.00

97976	ND ENVELOPE COMPANY GENERAL FUND	326.45 326.45
97977	ND LTAP COUNTY ROAD & BRIDGE FUND	200.00 200.00
97978	ND SAFETY COUNCIL COUNTY ROAD & BRIDGE FUND	516.19 516.19
97979	NEOFUNDS BY NEOPOST GENERAL FUND	792.49 792.49
97980	NEW TOWN CITY COUNTY AIRPORT FUND	54,201.63 54,201.63
97981	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	3,212.46 3,212.46
97982	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	755.85 755.85
97983	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND	453.00 453.00
97984	NORTH DAKOTA TELEPHONE CO SOCIAL WELFARE FUND	183.00 183.00
97985	O'REILLY AUTO PARTS COUNTY ROAD & BRIDGE FUND	4.65 4.65
97986	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	2,107.15 1,953.51 39.99 113.65
97987	OTIS ELEVATOR COMPANY GENERAL FUND	5,125.92 5,125.92
97988	OTTER TAIL POWER COMPANY COUNTY ROAD & BRIDGE FUND	207.89 207.89
97989	PARSHALL CITY COUNTY AIRPORT FUND	54,201.62 54,201.62
97990	PINNACLE COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND	13,793.39 13,214.31 579.08
97991	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	42.99 42.99
97992	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	568.45 568.45
97993	QUIGLEY/BRYAN SOCIAL WELFARE FUND	50.00 50.00
97994	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	1,426,000.00 1,426,000.00
97995	RESERVATION TELEPHONE GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	1,639.91 1,403.81 116.71 119.39
97996	RHOMAR INDUSTRIES, INC. GENERAL FUND	714.32 714.32
97997	RULAND/TRUDY	1,310.80

	GENERAL FUND	1,310.80
97998	RYAN CHEVROLET COUNTY ROAD & BRIDGE FUND	589.64 589.64
97999	RYAN GMC COUNTY ROAD & BRIDGE FUND	954.11 954.11
98000	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	36,692.25 36,692.25
98001	SCHOCK'S SAFE & LOCK INC GENERAL FUND	3.23 3.23
98002	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	170.10 170.10
98003	STANLEY CITY COUNTY AIRPORT FUND	54,201.62 54,201.62
98004	STANLEY HARDWARE SOCIAL WELFARE FUND	22.41 22.41
98005	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	262.08 262.08
98006	STATE TREASURER-E911 E 911 EMERGENCY/WIRELESS FUND	5,397.00 5,397.00
98007	STEINS INC GENERAL FUND	755.23 755.23
98008	SUMMIT FOOD SERVICE, LLC GENERAL FUND	3,836.88 3,836.88
98009	SUMMIT SAFETY, LLC COUNTY ROAD & BRIDGE FUND	107.49 107.49
98010	THE ATTIC GENERAL FUND	7,777.00 7,777.00
98011	THIESSEN/TIFFANY GENERAL FUND	164.18 164.18
98012	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	145.64 145.64
98013	TYLER TECHNOLOGIES, INC DOCUMENT PRESERVATION FUND	1,327.34 1,327.34
98014	ULINE GENERAL FUND	132.40 132.40
98015	UNIFORM CENTER GENERAL FUND	39.99 39.99
98016	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND	2,833.94 1,618.17 1,215.77
98017	US POSTAL SERVICE GENERAL FUND	76.00 76.00
98018	VACHAL/LYNETTE COUNTY AGENT FUND	665.41 665.41
98019	VERIZON WIRELESS GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	216.62 12.00 204.62

98020	WESTLIE TRUCK CENTER	138.96
	COUNTY ROAD & BRIDGE FUND	138.96
	FINAL TOTAL	\$1,939,747.50

E. PAYROLL

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve the Regular Full-time Employee agreement for Derek Johnson from Sheriff’s Office at a salary of \$4,275 per month/\$51,300 per year. Upon roll call, Jacobson, Ruland, Hollekim, Uran and Olson voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve increasing the salary for Heidi Kory from Planning and Zoning Office to the amount of \$4,735.66 per month/\$56,828 per year for successful completion of probationary period and in accordance to the Section 103 of the Mountrail County Employee Handbook allowing one step experience for every 4 full years of experience. Upon roll call, Hollekim, Ruland, Jacobson, Uran and Olson voted yes. Motion carried.

Nichole Degenstein, Human Resources Director and Traci Hysjulien, Clerk of Court met to discuss Lenell Jepsen and Heather Lee’s increase with utilizing prior experience.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve increasing the band to from B21 to B23 for Lenell Jepsen from Clerk of Court’s Office as she meets all criteria for the promotion. There was no increase in steps allowed or a salary adjustment for the 2019 year. Upon roll call, Ruland, Hollekim, Uran, Jacobson and Olson voted yes. Motion carried.

G. APPOINTMENTS

Discussion was held on appointments expiring on the Job Development Authority Board, Housing Authority Board, North Central Human Service Center Board, Park Board, Planning & Zoning Board, Soils Board, Water Resource Board and Weed Board.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve appointments to boards as follows: Linda Wienbar, Greg Boschee, William Weber and Kristin Jaeger to the Job Development Authority Board for a three year term; Gregory Schoess to the Housing Authority Board for a five year term; Candice Grilley to the North Central Human Service Center Board for a two year term; Eric Jaeger to the Park Board for a 3 year term; Bill Klug and Roger Hovda to the Planning & Zoning Board for a four year term; Charlie Sorenson and Tara Uran to the Soils Board for a three year term; Jay Sandstrom to the Water Resource Board for a three year term; and Bert Hauge and Steven Littlefield to the Weed Board for a four year term. Upon roll call, all present voted yes. Motion carried.

I. LIQUOR LICENSE

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the beer/liquor licenses for the 2020 year for the following establishments upon completion of paperwork: Sneak Creek Saloon, Superpumper Licensing Inc., T&T Investments and Belden Chuck Wagon. Upon roll call, all present voted yes. Motion carried.

J. 2020 SCHEDULE OF COUNTY MEETINGS

Moved by Comm. Jacobson, seconded by Comm. Hollekim, to approve the 2020 schedule for the county meetings. Upon roll call, all present voted yes. Motion carried.

K. GREEN GROUP DISCUSSION

Discussion was held on the hiring and training for the full-time Site Inspector/Environmental Scientist for the Green Group.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve hiring a full-time site Inspector/Environmental Scientist within the 120 days of the Green Group giving the Mountrail County Auditor written notice of their intent to begin construction on the Special Waste Use site located in Mountrail County, North Dakota, with the actual opening of the site contingent on the hiring and training of a qualified applicant. Upon roll call, all present voted yes. Motion carried.

L. BILLS

Moved by Comm. Hollekim, seconded by Comm. Jacobson, to approve payment of the remaining bills

that need to be paid in 2019 upon approval by email by the majority of the Commissioners. Upon roll call, Ruland, Olson, Uran, Hollekim and Jacobson voted yes. Motion carried.

M. SPONSOR

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve allowing the County be the sponsorship for the New Town City grant for the sidewalks around the new truck route at no cost to Mountrail County. Upon roll call, all present voted yes. Motion carried.

N. BOARD CONCERNS

Discussion on the Vision West workshop being held on January 30, 2020 at the South Complex.

3. APPOINTMENT SCHEDULED

9:30 A.M.

Lori Hanson, Tax Director met with the board to discuss three abatements and the GIS Sidwell Contract.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the abatement for parcel #56-0018100 for the 2018 year as recommended by Tax Director Hanson due to qualifying for the Homestead Credit. Upon roll call, Hollekim, Ruland, Uran, Olson and Jacobson voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the abatement for parcel #61-0023700 for the 2018 and 2019 year as recommended by Tax Director Hanson due to qualifying for the Homestead Credit. Upon roll call, Ruland, Uran, Olson, Hollekim and Jacobson voted yes. Motion carried.

Discussion was held on the GIS Sidwell Contract. The hours to maintain the landuse layer is in excess of the allotted time although the Contract doesn't give a specific amount of hours. The current maintenance contract expired on October 31, 2019; a two year contract on an hourly basis will be negotiated.

Moved by Comm. Uran, seconded by Comm. Olson, to approve signing up to a two year contract with Sidwell at \$110 per hour for landuse maintenance. Upon roll call, Uran, Ruland, Olson, Hollekim and Jacobson voted yes. Motion carried.

10:00 A.M.

Moved by Comm. Olson, seconded by Comm. Uran, to open the public hearing to receive comment on the Van Hook and Mountrail County Joint Powers Agreement for the purpose of determining the duties, responsibilities and obligations of each party as it relates to application of the Mountrail Zoning Ordinance and Mountrail County Subdivision Regulation Ordinance to all property within the corporate boundaries of Van Hook Township. Upon roll call, all present voted yes. Motion carried.

Present for the hearing were Krystle and Cliff Tollefson. Discussion was held on existing map for zoning classifications, and zoning prior to 2012 year. The entire Van Hook Park properties will be under this agreement.

Moved by Comm. Uran, seconded by Comm. Jacobson, to close the public hearing. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve signing the Van Hook and Mountrail County Joint Powers Agreement effective January 1, 2020 for the purpose of determining the duties, responsibilities and obligations of each party as it relates to application of the Mountrail Zoning Ordinance and Mountrail County Subdivision Regulation Ordinance to all property within the corporate boundaries of Van Hook Township. Upon roll call, Hollekim, Uran, Olson, Ruland and Jacobson voted yes.

10:10 A.M.

Candice Grilley, Social Service Director and Nichole Degenstein, Human Resource Director met with the Board to discuss the approved zonal agreement with the ND Department of Human Services. Discussion was held on the bills and the meeting dates scheduling.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the signing of the zonal agreement

for Mountrail McKenzie Human Service Zone. Upon roll call, Hollekim, Ruland Olson, Jacobson and Uran all present voted yes. Motion carried.

10:40 A.M.

Jessica Niemitalo, Treasurer met with the board to discuss the CD that is up for renewal.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve reinvesting the CD in the amount of \$248,103.82 with American Bank Center at the 12 month interest rate. Upon roll call, Hollekim, Ruland, Jacobson, Uran, and Olson voted yes. Motion carried.

10:45 A.M.

Darin Langerud & Mark Schneider with the ND Atmospheric Resource Board gave an update on the Cloud Modification Program and the financials for the 2019 year. Also present were Aaron Skarsgard and Tim Johnson with the Mountrail County Weather Modification Board. Darin Langerud stated the 2020 program may not include Ward County pending the vote in June on the Primary ballot. Darin Langerud stated that when rainfall is high, rain enhancement is suspended.

11:00 A.M.

Jana Hennessy, Engineer met to discuss Road & Bridge. Also present was John Sauber, with Sauber Engineering.

1. OLD HWY 2

Discussion was held on Old Highway 2 and a change order from Bechtold Paving, Inc for additional culverts installed.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve the change order #2 for an increase in the amount of \$28,800.80 to the contract with Bechtold Paving Inc. for Project #02(65)18. Upon roll call, Ruland, Olson, Uran, Jacobson, and Hollekim voted yes. Motion carried.

2. CR 4/74TH AVE NW

John Sauber with Sauber Engineering discussed several different design options for CR 4/74th Ave NW. The different options are as follows: Alternative A-which is no build; Alternative B1-Build Alternative with current county standard with geo grid paved surface; and Alternative B2-Build Alternative same as B1 except for difference in geo grid and cement stabilization and pavement thickness. Engineer Hennessy is making recommendation for B1 or B2 but if not paved right away Engineer Hennessy prefers B1. Engineer Sauber recommended a two year construction period on CR 4/74th Ave NW.

Moved by Comm. Uran, seconded by Comm. Hollekim, to concur with project concepts as proposed using B1 with geogrid and bidding as one project with a two year completion for CR 4/74th Ave NW. Upon roll call, Olson, Jacobson, Uran, Hollekim and Ruland voted yes. Motion carried.

3. HSIP SAFETY FUNDS

Discussion was held on including 41st Ave NW in the Highway Safety Improvement Program Project.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve signing the Highway Safety Improvement Program Project Application for 41st Ave NW as a joint request with New Town City and submit to the NDDOT. Upon roll call, Ruland, Jacobson, Olson, Hollekim and Uran voted yes. Motion carried.

4. MOTOR GRADERS

Discussion was held on the 4 new motor graders. The cost will come out of the 2019 budget.

5. 36TH ST NW SUBGRADE FAILURE AND CR 10

Discussion was held on the 36th St NW subgrade failures. Four different entities share jurisdiction on this road. The County will apply to the Energy Infrastructure and Impact Office for potential grant funding to fix the blowouts on the 36th St. NW and will also make separate application to fix the blowouts on CR 10. The grant applications will be brought back on the January Commissioner meeting.

6. CR 19

The board discussed CR 19 and the Professional Services Agreement with HDR Engineering.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve signing the Professional Services Agreement with HDR Engineering for preliminary engineering services for CR 19. Upon roll call, Hollekim, Ruland, Jacobson, Olson, and Uran voted yes. Motion carried.

7. MISCELLANEOUS

Discussion was held on Unorganized Township road 57 1/2 St NW concerning with Hess Corporation and KLJ Engineering.

Comm. Olson discussed the new Plaza County Shop concerning the construction of a lift station with the City of Plaza. Discussion was held on the design of the new Plaza County Shop. The County is waiting for the City to determine how to provide services to the new shop location before moving forward with the Plaza County Shop.

4. ADJOURN

The Board adjourned at 1:00 P.M. to meet in regular session on Tuesday, January 7, 2020 at 9:00 A.M. Accepted and approved this 7th day of January, 2020.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor