

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, December 3, 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, and Wayne Olson present. Commissioner Garry Jacobson was absent. Also present was States Attorney, Wade Enget.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

Moved by Comm. Olson, seconded by Comm. Hollekim, 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. Uran, to approve the minutes of the November 19, 2019 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. CALL FOR NOMINATIONS FOR 2020 CHAIRMAN

Moved by Comm. Uran, seconded by Comm. Olson, to nominate Trudy Ruland as Chairman. Nominations ceased. Upon roll call, Ruland, Olson, Hollekim, and Uran voted yes. Motion carried.

D. CALL FOR NOMINATIONS FOR 2020 VICE CHAIRMAN

Moved by Comm. Hollekim, seconded by Comm. Uran, to nominate Wayne Olson as Vice-Chairman. Nominations ceased. Upon roll call, Olson, Ruland, Hollekim and Uran voted yes. Motion carried.

E. BILLS

Moved by Comm. Olson, seconded by Comm. Uran, to approve the bills totaling \$608,369.78 and November payroll, checks #10837-10856 and direct deposit #11359-11496 totaling \$916,615.03. Upon roll call, Olson, 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](http://www.co.mountrail.nd.us) under the County Commissioner heading.)

**APPROVED 12/03/2019 - PAYMENT 12/03/2019**

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
97804	A&W TOWING & RECOVERY, INC. GENERAL FUND	800.00 800.00
97805	ACME TOOLS GENERAL FUND COUNTY ROAD & BRIDGE FUND	280.43 216.97 63.46
97806	ADVANCED BUSINESS METHODS GENERAL FUND	204.84 204.84
97807	AMERICAN BANK CENTER SOCIAL WELFARE FUND	2,603.52 2,603.52
97808	AMERIPRIDE LINEN & APPAREL SERVICES GENERAL FUND COUNTY ROAD & BRIDGE FUND	452.52 335.10 117.42
97809	BHG INC SOCIAL WELFARE FUND	133.00 133.00
97810	BLACK HILLS AMMUNITION GENERAL FUND	1,393.50 1,393.50

97811	BLUE CROSS BLUE SHIELD GENERAL FUND	118.00 118.00
97812	BOB HAYES ADDICTION SERVICES SOCIAL WELFARE FUND	3,900.00 3,900.00
97813	BROSZ ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	55,565.00 55,565.00
97814	CARD SERVICES GENERAL FUND	139.88 139.88
97815	CARQUEST OF STANLEY COUNTY ROAD & BRIDGE FUND	177.12 177.12
97816	CDW GOVERNMENT SOCIAL WELFARE FUND	939.51 939.51
97817	CITY OF STANLEY GENERAL FUND	535.53 535.53
97818	COBBLESTONE INN & SUITES RUGBY GENERAL FUND	386.96 386.96
97819	COMFORT SUITES GENERAL FUND SOCIAL WELFARE FUND	253.80 84.60 169.20
97820	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND	650.00 650.00
97821	DAKOTA DRUG CO SOCIAL WELFARE FUND	13.80 13.80
97822	DAKOTALAND AUTOGLASS, INC COUNTY ROAD & BRIDGE FUND	400.00 400.00
97823	DEANS BULK SERVICE, INC COUNTY ROAD & BRIDGE FUND	211.20 211.20
97824	DENNIS/MARY SOCIAL WELFARE FUND	23.01 23.01
97825	DIRTY DIESEL REPAIR GENERAL FUND	250.00 250.00
97826	DOCUMENT OUTPUT CENTER, LLC GENERAL FUND	3,450.00 3,450.00
97827	DOMBEN/ANDY SOCIAL WELFARE FUND	24.98 24.98
97828	FARMERS UNION LUMBER CO GENERAL FUND	71.47 71.47
97829	FARMERS UNION OIL CO-PLAZA COUNTY ROAD & BRIDGE FUND	14.98 14.98
97830	FASTENAL COMPANY COUNTY ROAD & BRIDGE FUND	44.10 44.10
97831	FENSTER/KAYLA SOCIAL WELFARE FUND	308.82 308.82
97832	G&P COMMERCIAL SALES GENERAL FUND	92.94 92.94
97833	GAFFANEYS OF MINOT INC SOCIAL WELFARE FUND	9,018.13 9,018.13

97834	GCR TIRES & SERVICE COUNTY ROAD & BRIDGE FUND	18,636.00 18,636.00
97835	GERDAU AMERISTEEL CORP COUNTY ROAD & BRIDGE FUND	303.10 303.10
97836	GILBERTSON/HEATHER SOCIAL WELFARE FUND	13.94 13.94
97837	GRAVEL PRODUCTS INCORPORATED COUNTY ROAD & BRIDGE FUND	12,309.67 12,309.67
97838	GRILLEY/CANDICE SOCIAL WELFARE FUND	140.00 140.00
97839	GRIZZLE/LINDA SOCIAL WELFARE FUND	150.75 150.75
97840	HANSON/KELLY WEED CONTROL FUND	123.20 123.20
97841	HERMANSON/NANCY SOCIAL WELFARE FUND	145.00 145.00
97842	HILAND PARTNERS HOLDINGS, LLC 154-94 UNORGANIZED TOWNSHIP	82.50 82.50
97843	HOLIDAY CREDIT OFFICE GENERAL FUND	2,945.49 2,945.49
97844	HOLLEKIM/JOAN GENERAL FUND	69.60 69.60
97845	HOME OF ECONOMY COUNTY ROAD & BRIDGE FUND	239.65 239.65
97846	HORNADAY'S LAND SURVEYING COUNTY ROAD & BRIDGE FUND	250.00 250.00
97847	HYNEK/CAROL SOCIAL WELFARE FUND	150.00 150.00
97848	I.W.I. INC GENERAL FUND	566.70 566.70
97849	INFORMATION TECHNOLOGY DEPT SOCIAL WELFARE FUND	130.10 130.10
97850	INTERNATIONAL ASSOCIATION OF GOVERNMENT GENERAL FUND	200.00 200.00
97851	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND	197.89 197.89
97852	KINNEY/SHELLY SOCIAL WELFARE FUND	270.68 270.68
97853	KOHLER COMMUNICATIONS INC GENERAL FUND	26.40 26.40
97854	KRONOS SAASHR INC GENERAL FUND	542.13 542.13
97855	LARSON'S TIRE SERVICE SOCIAL WELFARE FUND	20.00 20.00
97856	LASER DESIGNS & SIGNS GENERAL FUND	160.00 160.00

97857	LAWSON PRODUCTS, INC COUNTY ROAD & BRIDGE FUND	252.73 252.73
97858	LEES/KAITLYN SOCIAL WELFARE FUND	193.98 193.98
97859	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	50.00 50.00
97860	LITTLEFIELD/STEVEN WEED CONTROL FUND	118.56 118.56
97861	LOCKREM/DAWN SOCIAL WELFARE FUND	193.44 193.44
97862	LOMMEN/ORVIN SOCIAL WELFARE FUND	1,485.00 1,485.00
97863	LONIER/RACHEL SOCIAL WELFARE FUND	8.56 8.56
97864	LYNCH,JOHN GENERAL FUND	25.00 25.00
97865	MAC'S, INC COUNTY ROAD & BRIDGE FUND	940.99 940.99
97866	MATTHEW BENDER & CO INC GENERAL FUND	249.61 249.61
97867	MAYO CONSTRUCTION COMPANY, INC COUNTY ROAD & BRIDGE FUND	311,955.61 311,955.61
97868	MEIERS OIL INC COUNTY ROAD & BRIDGE FUND	2,691.00 2,691.00
97869	MEIERS/LEE WEED CONTROL FUND	120.88 120.88
97870	MICROTEL SOCIAL WELFARE FUND	162.80 162.80
97871	MIDSTATE TELEPHONE CO GENERAL FUND SOCIAL WELFARE FUND	3,371.69 3,211.54 160.15
97872	MILLS/JAMIE SOCIAL WELFARE FUND	271.84 271.84
97873	MOEN/JAMES H WEED CONTROL FUND	130.16 130.16
97874	MOUNTRAIL COUNTY PROMOTER SOCIAL WELFARE FUND	39.60 39.60
97875	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	1,924.96 131.21 275.97 1,517.78
97876	NAPA COUNTY ROAD & BRIDGE FUND	74.95 74.95
97877	NAPA AUTO PARTS COUNTY ROAD & BRIDGE FUND	39.96 39.96
97878	ND ASSOCIATION OF COUNTIES GENERAL FUND	189.00 189.00
97879	NDACP, INC.	250.00

	SOCIAL WELFARE FUND	250.00
97880	NEOFUNDS BY NEOPOST GENERAL FUND	1,000.00 1,000.00
97881	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	240.53 240.53
97882	NORTHERN PLAINS EQUIPMENT COUNTY ROAD & BRIDGE FUND	101.00 101.00
97883	NORTHERN TESTING SOCIAL WELFARE FUND	475.00 475.00
97884	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
97885	NORTHWEST TIRE INC COUNTY ROAD & BRIDGE FUND	9,322.50 9,322.50
97886	NORTHWEST YOUTH ASSESSMENT CENTER SOCIAL WELFARE FUND	3,462.00 3,462.00
97887	O'REILLY AUTO PARTS COUNTY ROAD & BRIDGE FUND	309.91 309.91
97888	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	2,039.81 1,485.92 152.05 401.84
97889	OTTO'S HARDWOOD FLOORS & MORE GENERAL FUND	14,580.00 14,580.00
97890	PEACE OFFICER STANDARDS & TRAINING BOARD GENERAL FUND	135.00 135.00
97891	PEARL VALLEY OILFIELD SERVICE & RENTALS COUNTY ROAD & BRIDGE FUND	65.00 65.00
97892	PINNACLE COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND	1,927.30 688.83 1,238.47
97893	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	232.42 232.42
97894	PORTH/THOMAS GENERAL FUND	241.54 241.54
97895	PRAIRIE FORD, INC. GENERAL FUND SOCIAL WELFARE FUND	42,062.64 41,866.66 195.98
97896	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	4,547.85 4,547.85
97897	R & T WATER DISTRICT COUNTY PARKS FUND	45.00 45.00
97898	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	2,271.31 2,271.31
97899	RESERVATION TELEPHONE GENERAL FUND	2,687.31 2,687.31
97900	RESIDENCE INN SOCIAL WELFARE FUND	345.60 345.60
97901	ROISE/DUSTIN	126.68

	WEED CONTROL FUND	126.68
97902	RYAN CHEVROLET COUNTY ROAD & BRIDGE FUND	3,816.47 3,816.47
97903	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	31,639.16 31,639.16
97904	SCHOCK'S SAFE & LOCK INC GENERAL FUND	118.15 118.15
97905	SPURGEON/KATIE SOCIAL WELFARE FUND	44.90 44.90
97906	SRF CONSULTING GROUP, INC GENERAL FUND	5,384.81 5,384.81
97907	STANLEY HARDWARE GENERAL FUND COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND	581.78 529.32 39.99 12.47
97908	STANTEC CONSULTING SERVICES INC GENERAL FUND	11,012.00 11,012.00
97909	STEVICK BUSINESS SPECIALTIES & WEARABLE GENERAL FUND	423.94 423.94
97910	SUMMIT FOOD SERVICE, LLC GENERAL FUND	1,945.79 1,945.79
97911	SUPERIOR CRANE CORP COUNTY ROAD & BRIDGE FUND	4,864.03 4,864.03
97912	THIESSEN/TIFFANY WEED CONTROL FUND	69.64 69.64
97913	TRACTOR SUPPLY COMPANY COUNTY ROAD & BRIDGE FUND	156.97 156.97
97914	TRINSPIN, INC. SOCIAL WELFARE FUND	1,930.00 1,930.00
97915	UNITED QUALITY COOPERATIVE COUNTY ROAD & BRIDGE FUND	381.84 381.84
97916	URAN/DAN GENERAL FUND	579.69 579.69
97917	US RECORDS MIDWEST GENERAL FUND	3,740.40 3,740.40
97918	VACHAL/MELISSA GENERAL FUND	242.70 242.70
97919	VERIZON WIRELESS GENERAL FUND COUNTY ROAD & BRIDGE FUND	419.41 46.07 373.34
97920	WEST CHATHAM WARNING DEVICES INC GENERAL FUND	924.77 924.77
97921	WESTLIE MOTOR CO COUNTY ROAD & BRIDGE FUND	242.36 242.36
97922	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	1,365.91 1,365.91
97923	3D SPECIALTIES INC COUNTY ROAD & BRIDGE FUND	7,264.54 6,953.42

E 911 EMERGENCY/WIRELESS FUND

311.12

**FINAL TOTAL****608,369.78****F. PAYROLL**

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the Regular Part-time Employee agreement for Melissa Roby from Social Service Office at a salary of \$18.00 per hour subject to the ND Department of Human Services approval. Upon roll call, Ruland, Hollekim, Uran and Olson voted yes. Motion carried.

**G. TRANSFER**

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the transfer for Oil & Gas allocations totaling \$1,559,064.66 for current allocations from the General Fund to County Road & Bridge (70% of Oil & Gas Funds). Upon roll call, Hollekim, Uran, Olson, and Ruland voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the transfer for 2019 insurance premium totaling \$88,509 from the County Road & Bridge Fund, Social Welfare Fund, County Parks Fund, Weed Control Fund to the General Fund. Upon roll call, Uran, Ruland, Olson, and Hollekim voted yes. Motion carried.

**H. 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. Appointments to these boards will be discussed at the next Commissioner meeting on the 17<sup>th</sup> of December.

**I. METER**

Moved by Comm. Olson, seconded by Comm. Uran, to approve the signing of the commercial meter deposit with Mountrail Williams Electric Coop for the White Earth Bay Weather Siren. Upon roll call, Ruland, Hollekim, Olson, and Uran voted yes. Motion carried.

**J. AUDIT**

Discussion was held concerning the changes that will be implemented by Eide Bailly LLC for the 2017 year audit.

**K. BOARD CONCERNS**

Discussion was held on the NDDOT Traffic Count and suggested Engineer Hennessy request the NDDOT to be more diverse rather than just being located on Highway 2.

Plaza County Shop was discussed with no new updates.

Discussion was held with Karen Babbitt, Building Supervisor on the purchase of the chairs for the South Complex meeting room. Comm. Olson stated the lift from Acme was not in good shape but he is looking into other lifts.

**3. APPOINTMENT SCHEDULED**

9:40 A.M.

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

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve reinvesting the 2 CD's in the amount of \$100,000 each with American Bank Center at the 12 month interest rate. Upon roll call, Hollekim, Ruland, Uran, and Olson voted yes. Motion carried.

9:45 A.M.

Nichole Degenstein, Human Resource Director along with Melissa Vachal, Recorder discussed the plans for an employee Christmas Party/Appreciation Dinner. The Christmas Party/Appreciation Dinner will be

held January 10th with a social beginning at 5:30 with George Littlecreek performing. Director Degenstein requested more hours for Randi Schumaier, Human Resources Specialist.

Moved by Comm. Hollekim, seconded by Comm. Olson, to increase hours worked for Randi Schumaier to no more than 30 hours per week at the same hourly rate currently receiving. Upon roll call, Hollekim, Uran, Olson, and Ruland voted yes. Motion carried.

10:00 A.M.

Moved by Comm. Hollekim, seconded by Comm. Olson, 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 Tollefson, Lori Hanson and Teresa Captain with the Tax Director's Office and Heidi Kory, Assistant Planner. Discussion was held on existing zoning classifications and how the grandfather clause will pertain to properties in Van Hook Township before Mountrail County taking over the zoning. It was commented that properties zoned by Van Hook Township Board will be grandfathered in. Van Hook Township will be providing a map and all documents pertaining to zoning in Van Hook Township. Also, discussion was held on properties within Van Hook Park; the park properties will fall under the County's Planning & Zoning once the County takes over jurisdiction.

Moved by Comm. Uran, seconded by Comm. Olson, to recess the public hearing until December 17th at 10:00 a.m. Upon roll call, all present voted yes. Motion carried.

10:10 A.M.

Candice Grilley, Social Service Director met with the Board to discuss the zonal agreement and the December 2, 2019 email from Jonathan Alms with the Department of Human Services, Legal Advisory Unit. Discussion was held on the salaries; an explanation has been supplied to ND Department of Human Services for approval.

10:30 A.M.

Jana Hennessy, Engineer and Scott Duerre Engineer Technician met to discuss Road & Bridge. Also present were John Sauber, with Sauber Engineering, Craig Mizera and Jason Olson with HDR Engineering and Donald Pennington, Cameron Wolding, Jay Sandstrom and Matt Bangen.

1. OLD HWY 2

Discussion was held on the liquidated damages on Old Hwy 2 and the month by month progress by Farden Construction. John Sauber with Sauber Engineering explained the terms in the contract pertaining to liquidated damages. Engineer Hennessy mentioned the contractor never left the site during construction. Completion had a 90 day time limit which the work started on May 3<sup>rd</sup> and should have been completed August 3, 2019. The board was in consensus to waive liquated damages during winter suspension and relook at this issue in the spring of 2020 when the County determines work can commence.

2. CR 9

Craig Mizera along with Jason Olson with HDR Engineering gave an update on CR 9 with a two year construction project. The substantial completion date for Phase I of the project was October 31, 2019 which is not complete. The contract states liquidated damages should be charged until the Phase I milestone is complete. Phase II milestone has a substantial completion date of July 31, 2020. Comm. Olson and Comm. Hollekim felt the liquidated damages should not be forgiven in its entirety. Comm. Uran believes the liquidated damages should start when they can start in 2020 year. State's Attorney Enget's recommendation was to suspend liquidated damages through the winter and relook at this issue in the spring of 2020 when the County determines work can commence.

3. CR 19

The board reviewed a letter received from residents that utilize the CR 19 road regarding the failure of the road. Present were Jay Sandstrom, Matt Bangen, Donald Pennington and Cameron Wolding. Craig Mizera with HDR gave a presentation on CR 19 and the significant wetlands and existing pipe that exist. Engineer Mizera presented several different options for the improvements for the reconstruction on CR 19. Discussion was also held on the speed limit to 35 and road restrictions and the different options of width when designing. Jay Sandstorm had more concerns on 36th St NW and the awful condition of this road.



Moved by Comm. Olson, seconded by Comm. Uran, to approve moving forward with the design engineering for CR 19 and have the engineering firm bring back different design options and estimated costs to repair the road. Upon roll call, Hollekim, Ruland, Olson, and Uran voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve reducing the speed limit to 35 mph and increase load restrictions during the winter to 8 ton per axle/80,000 pound maximum on CR 19. Upon roll call, all present voted yes. Motion carried.

4. PM 2019-FINAL PAY APPLICATION & FINAL ACCEPTANCE LETTER

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve signing the final pay application and final acceptance letter for CR 5 Overlay Project 05(90)19 in the amount of \$138,836.66 and for CR 17 Overlay Project 17(88)19 in the amount of \$173,118.95. Upon roll call, Ruland, Hollekim, Uran and Olson voted yes. Motion carried.

5. ROM 0300 (142)

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the Change Order 20 for Project ROM 0300 (142) in the amount of \$16,095 with no cost to the County. Upon roll call, Hollekim, Ruland, Olson, and Uran voted yes. Motion carried.

6. 2019 PAVEMENT TESTING RESULTS

Discussion was held on the pavement testing results for the following County Roads: CR 3 Palermo South; CR 3 76<sup>th</sup> Ave NW; CR 7 Manitou Road; CR 10 Belden Road; CR 11 Blaisdell South; and CR 15 Van Hook.

7. MISCELLANEOUS

Discussion was held on having a Road Study Committee. The Board agreed not to have such a committee but felt a public hearing be done before the budget process is complete. Discussion was also held on the stockpile of gravel on the Plaza Shop new location on being utilized for the site set up. Discussion was held on township assistance and posting information on the Mountrail County webpage.

4. ADJOURN

The Board adjourned at 12:50 P.M. to meet in regular session on Tuesday, December 17, 2019 at 9:00 A.M. Accepted and approved this 17th day of December, 2019.

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Trudy Ruland, Chairman

Mountrail County Commissioner

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Stephanie A. Pappa

Mountrail County Auditor