

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, January 19, 2021 at 9:00 A.M. with GOTOMEETING with Commissioners Joan Hollekim, Jason Rice, Trudy Ruland, Wayne Olson in person, and Daniel Uran present via GOTOMEETING. Also present was States Attorney, Wade Enget.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

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

B. MINUTES

Moved by Comm. Olson, seconded by Comm. Rice, to approve the minutes of the January 5, 2021 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the December 2020 fees for the Clerk of Court, Sheriff and Recorders and November 2020 Overweight Fines. Upon roll call, Hollekim, Ruland, Rice, Uran and Olson voted yes. Motion carried.

D. TRANSFER

Moved by Comm. Olson, seconded by Comm. Uran, to approve the transfer for the Uniform Permits totaling \$549,365.67 for October 1, 2020 to December 31, 2020 from the General Fund to the County Road & Bridge Fund. Upon roll call, Rice, Hollekim, Uran, Ruland and Olson voted yes. Motion carried.

E. PAYROLL

Laurie Johnson, Jail Administrator discussed the temporary part time help needed until the part-time employee is back from his leave.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve extending the temporary employee for Rigoberto Vergara with the Corrections in the amount of \$21.418 per hour not to exceed 40 hours per week and 160 hours per year from February 1, 2021 to February 28, 2021. Upon roll call, Rice, Ruland, Uran, Hollekim and Olson voted yes. Motion carried.

F. STOPPAYMENTS

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve a stop payment for check #99253 and reissue to Ottertail Power in the amount of \$13,000. Upon roll call, Hollekim, Rice, Ruland, Olson and Uran voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Rice, to approve a stop payment for checks #100444 in the amount of \$189.75, #100352 in the amount of \$63.25, #100241 in the amount of \$63.25, #99725 in the amount of \$92.00 and reissue to Wade Enget. Upon roll call, Hollekim, Rice, Ruland, Olson and Uran voted yes. Motion carried.

G. SOUTH COMPLEX

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve waiving the fees to the Stanley Wrestling Club (Peewee Wrestling) to utilize the South Complex for practice while complying with availability and cleanup. Upon roll call, Olson, Rice, Uran, Ruland and Hollekim voted yes. Motion carried.

H. BILLS

Moved by Comm. Olson, seconded by Comm. Uran, to approve the bills totaling \$398,802.11. Upon roll call, Rice, Hollekim, Ruland, Uran, and Olson 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

**APPROVED 01/19/2021 - PAYMENT 01/19/2021**

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
100539	A&W TOWING & RECOVERY, INC. GENERAL FUND	750.00 750.00
100540	AMERICAN TRUCK AND TRAILER, LLC COUNTY ROAD & BRIDGE FUND	3,240.18 3,240.18
100541	ARAMARK GENERAL FUND COUNTY ROAD & BRIDGE FUND	609.99 462.88 147.11
100542	ARMOR INTERACTIVE GENERAL FUND	7,530.86 7,530.86
100543	BECHTOLD PAVING INC COUNTY ROAD & BRIDGE FUND	210,885.65 210,885.65
100544	BROSZ ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	3,430.00 3,430.00
100545	CARQUEST OF STANLEY COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,156.11 1,112.91 43.20
100546	CITY OF NEW TOWN COUNTY ROAD & BRIDGE FUND	52.00 52.00
100547	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	3,453.88 3,453.88
100548	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND	3,350.00 3,350.00
100549	DEANS DISTRIBUTING COUNTY ROAD & BRIDGE FUND	214.50 214.50
100550	DUNN COUNTY GENERAL FUND	1,500.00 1,500.00
100551	ENERBASE GENERAL FUND COUNTY ROAD & BRIDGE FUND	3,673.44 2,786.73 886.71
100552	H.A.THOMPSON & SONS INC GENERAL FUND	10,280.00 10,280.00
100553	HB SOUND & LIGHT INC GENERAL FUND	2,219.36 2,219.36
100554	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	40,694.64 40,694.64
100555	HOLIDAY CREDIT OFFICE GENERAL FUND	2,385.49 2,385.49
100556	IDAHO TOWNSHIP GENERAL FUND	1,680.00 1,680.00
100557	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	1,359.42 510.19 58.42 136.52 654.29

100558	KRONOS SAASHR INC GENERAL FUND	610.24 610.24
100559	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	468.97 468.97
100560	MIDSTATE TELEPHONE CO GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	3,829.58 3,595.90 118.91 82.09 32.68
100561	MOUNTRAIL COUNTY HEALTH CENTER GENERAL FUND	600.00 600.00
100562	MOUNTRAIL COUNTY PROMOTER GENERAL FUND	1,290.76 1,290.76
100563	ND ASSOCIATION OF COUNTIES GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	2,039.86 36.00 2,003.86
100564	ND ASSOCIATION OF COUNTY/TRIBAL VETERAN VETERAN'S SERVICE OFFICER FUND	50.00 50.00
100565	ND CLERKS ASSOCIATION GENERAL FUND	100.00 100.00
100566	ND COUNTY AUDITORS ASSN GENERAL FUND	250.00 250.00
100567	ND SHERIFFS & DEPUTIES ASSN GENERAL FUND	500.00 500.00
100568	ND STATE RADIO COMMUNICATIONS GENERAL FUND	720.00 720.00
100569	ND WEATHER MODIFICATION ASSN GENERAL FUND	1,800.00 1,800.00
100570	NDSU - EXTENSION OFFICE COUNTY AGENT FUND	8,323.00 8,323.00
100571	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	1,220.20 1,220.20
100572	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND	393.00 393.00
100573	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
100574	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,368.57 1,308.58 59.99
100575	OTTER TAIL POWER COMPANY COUNTY ROAD & BRIDGE FUND	186.52 186.52
100576	PEARL VALLEY OILFIELD SERVICE & RENTALS COUNTY ROAD & BRIDGE FUND	195.00 195.00
100577	POMP'S TIRE SERVICE COUNTY ROAD & BRIDGE FUND	1,033.50 1,033.50
100578	PRAIRIE FORD, INC. GENERAL FUND	261.34 261.34
100579	PRINGLE & HERIGSTAD, PC	377.00

GENERAL FUND

100580	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	1,928.34 1,928.34
100581	R & T WATER DISTRICT COUNTY PARKS FUND	50.00 50.00
100582	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	629.87 629.87
100583	RESERVATION TELEPHONE GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	1,933.12 1,803.66 117.51 11.95
100584	SAFARI FUELS #103 GENERAL FUND	468.85 468.85
100585	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	1,186.75 1,186.75
100586	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	168.00 168.00
100587	SRF CONSULTING GROUP, INC GENERAL FUND	4,114.54 4,114.54
100588	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND	195.80 60.92 134.88
100589	STANLEY HARDWARE GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,038.04 861.58 176.46
100590	STANLEY PROFESSIONAL BUILDING VETERAN'S SERVICE OFFICER FUND	650.00 650.00
100591	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	53.22 53.22
100592	STATE TREASURER E 911 EMERGENCY/WIRELESS FUND	7,044.00 7,044.00
100593	STONE COUNTERTOP OUTLET GENERAL FUND	3,626.65 3,626.65
100594	SUMMIT FOOD SERVICE, LLC GENERAL FUND	2,637.91 2,637.91
100595	THE SIDWELL COMPANY GENERAL FUND	10,327.30 10,327.30
100596	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	171.99 171.99
100597	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND	32,130.01 1,519.75 30,610.26
100598	VACHAL/MELISSA GENERAL FUND	283.27 283.27
100599	VERIZON CONNECT NWF, INC. COUNTY ROAD & BRIDGE FUND	760.93 760.93
100600	VERIZON WIRELESS COUNTY ROAD & BRIDGE FUND	1,325.61 306.79



Karen Babbitt, Building Supervisor met with the board concerning the Courthouse basement remodel.

Karen Babbitt, Building Supervisor, Rory Porth, Property Tax Assessor, and Lori Hanson, Tax Director discussed the courthouse basement renovation electrical work. More clarification will need to be done with the two bids that were received. Supervisor Babbitt stated she is still waiting on a plumber and glass window quotes.

Supervisor Babbitt will bring back all quotes at the next Commissioner Meeting.

Discussion was held with the security cameras on the original courthouse side. Corey Bristol, Sheriff stated it should be updated with all new cameras. Property Tax Assessor Porth discussed the cameras and how important it is to have Sheriff Bristol involved to update. Property Tax Assessor Porth also discussed the design phase and having RTC involved with the design. Sheriff Corey Bristol agreed to take the lead on obtaining estimates for the upgrade of cameras.

10:00 A.M.

Jana Hennessy, Engineer met to discuss Road & Bridge. Also present were Matthew Huettl, Craig Mizera and John Sauber.

#### 1. 76<sup>TH</sup> AVE NW/CR 3

Engineer Hennessy stated a shop building is in the right of way along with some grain bins on 76<sup>th</sup> Ave NW, CR 3. John Sauber with Sauber Engineering discussed the right of way acquisitions on 76<sup>th</sup> Ave NW/ CR Discussion was held on how to handle the offer to the landowners for these structures. The Board suggested discussing with the landowners first to see if the building and grain bins need to be replaced or relocated.

#### 2. CR 4 CONSTRUCTION-LOSTWOOD

Engineer Hennessy stated the 404 permit was approved but mitigation is still needed. John Sauber with Sauber Engineering discussed the Wetland Mitigation with the Ducks Unlimited and the advertisement for bidding date for CR 4, Lostwood construction project.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the advertisement for bids for CR 4 Reconstruction Project #04(74)19, Lostwood West. Upon roll call, all present voted yes. Motion carried.

#### 3. 2021 PAVEMENT MAINTENANCE-CHIP SEAL

Moved by Comm. Olson, seconded by Comm. Rice, to approve signing the Memorandum of Understanding and Tero agreement with the Three Affiliated Tribes for chip seal 2021 Pavement Maintenance for CR 17 and CR 14. Upon roll call, all present voted yes. Motion carried.

#### 4. CR 9 PHASE I (101ST AVE NW)

Wade Enget, State's Attorney updated the board on the lawsuit filed by Central Specialities, Inc on CR 9, 100th Ave NW. State's Attorney Enget also discussed NDIRF covering the claim under the Memorandum of Coverage. NDIRF has retained attorneys Scott Porsborg and Brian Schmidt of Smith Posborg Law Firm to represent Mountrail County. State's Attorney Enget briefed the commissioners on the record keeping and the history on the road.

Engineer Hennessy stated a new task agreement with HDR will need to be included due to the lawsuit. Craig Mizera with HDR stated a new task agreement will be brought back to the Commissioners.

#### 5. CR 9 PHASE II (100th AVE NW)

Engineer Hennessy along with Craig Mizera with HDR gave a project update on utility relocation and right of way (ROW) acquisition. The basic databook to determine ROW values should be complete by the end of January.

#### 6. CR 19 (89th Ave NW)

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the Construction Engineering Agreement between the owner (Mountrail County) and HDR Engineering for professional services for agreement number 19(89)19-CA, CR 19 Reconstruction project. Upon roll call, Olson, Uran,

Engineer Hennessy gave an update on the findings of the ROW within the city of New Town. HDR recommends to issue a change order to remove the approximately 260 feet of roadway from the project within the City of New Town, from 3rd St S to ND Highway 23/Main Street and the County and City develop an agreement to acknowledge jurisdictional owner, and address construction cost share as well as future maintenance costs and other consideration such as City utilities that exist under the corridor. State's Attorney stated a sign installed stating County Road would make the jurisdiction less complicated. Engineer Hennessy will bring a draft agreement between the City and the County and present to New Town City Council meeting on January 20th, 2021.

#### 7. PLAZA SHOP

Moved by Comm. Olson, seconded by Comm. Rice, to approve signing the electric service agreement with Otter Tail Power Company for 3 phase electric service to the Plaza shop at a cost of \$24,542.47. Upon roll call, Ruland, Hollekim, Olson, Rice and Uran voted yes. Motion carried.

Engineer Hennessy discussed sending a bill to ICS, Inc to reimburse Mountrail County for the 3 phase power for the Plaza shop in the amount of \$24,542.47.

Comm. Olson gave an update on the Plaza Shop's roof being off on both ends. State's Attorney Enget gave an update from the last meeting and the improvements made since the last meeting to the Plaza Shop.

#### 8. MARCH BID LETTINGS

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve advertising for the notice of bids for Mountrail County for culverts, cutting edges, loading & hauling of gravel, crushing & stockpiling of aggregate, subgrade repairs, and application of dust control product. Upon roll call, all present voted yes. Motion carried.

#### 9. CR 15-VAN HOOK

Discussion was held on the reconstruction of CR 15, Van Hook and involving the County Park Board to see if they wanted to do any work on the roadway through Van Hook Park.

Moved by Comm. Olson, seconded by Comm. Rice, to approve moving forward with procurement of an engineer for CR 15, Van Hook road project. Upon roll call, Uran, Ruland, Olson, Hollekim and Rice voted yes. Motion carried.

#### 10. UPDATE ON INFRASTRUCTURE NEEDS

Engineer Hennessy gave an update on the Infrastructure Needs Study through the NDSU Upper Great Plains Transportation Institute. Mountrail County will be part of a pilot project to map roads on the Geographic Roadway Inventory Tool (GRIT) System to show ownership and maintenance of roads on the Fort Berthold Reservation.

#### 11. ROM 0300(134)PCN 21833 – CHANGE ORDER #12, 13, 15, 16, 17, 23

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve change orders #12, 13, 15, 16, 17 and 23 with no cost to the County for Missile Road Project #ROM 0300(134)PCN 21833. Upon roll call, all present voted yes. Motion carried.

#### 12. LEGISLATION UPDATE

Discussion on the Senate Bill #2026 relating to road trains. The ND Association of County Engineers, representing all the counties in North Dakota, presented testimony in opposition of the bill and the Senate Transportation Committee recommended a "Do Not Pass". The bill passed the Senate. The Commissioners will send a letter to the local legislators opposing Senate Bill 2026.

11:45 A.M.

Discussion was held with Departments Heads concerning COVID-19 issues. Present for the discussion were Mary Trahan, Nichole Degenstein, Corey Bristol, Jana Hennessy, Traci Hysjulien, Karen Babbitt, Melissa Vachal, Lori Hanson, Candice Grilley, Laurie Johnson, Lisa Lapica, Lynnette Vachal, Valerie Stammen, Tiffany Thiessen, Mary Dennis, Heather Tomlinson, and Linda Wienbar. Discussion was held on whether to continue with monitoring of temperatures and asking the covid-19 questions when

entering the Courthouse. Brittany Reynolds, County Building Security stated it hasn't been an issue with taking temperatures and asking the COVID-19 questionnaire. Comm. Uran believes this should stay in place and revisit every two weeks. The mask mandate has expired and the County will follow the State guidelines. The recommendation to the public will be masks are appreciated. Laurie Johnson, Jail Administrator discussed the COVID-19 vaccination for the inmates and how the Commissioners stand on the matter. Comm. Uran suggested utilizing the vaccination for the elderly and not the inmates of Mountrail County.

4. ADJOURN

The Board adjourned at 12:00 P.M. to meet in special session on Thursday, January 28, 2021 at 1:30 P.M. Accepted and approved this 2nd day of February, 2021.

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Trudy Ruland, Chairman

Mountrail County Commissioner

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Stephanie A. Pappa

Mountrail County Auditor