

## Proceedings of the Mountrail County Commissioners

## 1. OPENING &amp; ROLL CALL

The Board met in regular session on Tuesday, July 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 & Hunter Crowdrey, Law Student Externship were absent.

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

## 2. BUSINESS

## A. AGENDA

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

## B MINUTES

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the minutes of the July 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 June fees for the Clerk of Court and Sheriff and Overweight fines through 7/9/2024. Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

## D. PAYROLL

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the regular full-time employee classification for Zachary Bristol with the Sheriff's Department as a Deputy I in the amount of \$27.908 per hour/\$58,050 per year. Upon roll call, Olson, Hollekim, Ruland, Rice and DeGroot voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the regular part-time employee classification for Jana Elberg with County Agent/Weed Control as an Administrative Assistant in the amount of \$22.71 per hour shall not exceed 30 hrs. per week/1560 hrs. per year. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve the salary increase for a promotion for Kyra Fox with the Weed Control as a Sprayer to the amount of \$24.22 per hour. Upon roll call, Rice, Olson, Hollekim, DeGroot, and Ruland voted yes. Motion carried.

## E. TRANSFER

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the transfer for Uniform Permits from April 1<sup>st</sup> to June 30<sup>th</sup> from General Fund to the Road & Bridge Fund in the amount of \$2,217,163.94. Upon roll call, Hollekim, DeGroot, Ruland, Rice and Olson voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve the transfer for Overweight Fines from April 1<sup>st</sup> to June 30<sup>th</sup> from General Fund to the Road & Bridge Fund in the amount of \$7,105. Upon roll call, Rice, Ruland, Olson, Hollekim and DeGroot voted yes. Motion carried.

## F. STOPPAYMENT

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the stop payment and reissue for lost check #107592 on 10/3/2023 for Lisa Danks in the amount of \$22.05. Upon roll call, DeGroot, Ruland, Rice, Olson and Hollekim voted yes. Motion carried.

## G. REQUEST FOR NT POLICE DEPARTMENT

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the request from the New Town Police Department to pay for 4 portable radios totaling \$27,583.32 less \$6,000 for consideration of reimbursement from State Radio to New Town City with adjusted amount of \$21,583.32 to be paid out of the American Rescue Act Plan (ARPA). Upon roll call, Olson, DeGroot, Ruland, Hollekim and Rice voted yes. Motion carried.

H. FINANCIALS

Stephanie A. Pappa, Auditor reviewed the financials for the General Fund.

I. BILLS

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve the bills totaling \$6,197,669.69 and June 23 through July 6 payroll, checks #17900-17919 and direct deposits #21891-22071 totaling \$610,055.78. Upon roll call, Rice, Olson, DeGroot, 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 and/or are available for review in the Auditor’s Office during normal business hours).

**APPROVED 07/16/2024 - PAYMENT 07/16/2024**

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
109436	ACKERMAN-ESTVOLD ENGINEERING & MANAGEMEN COUNTY ROAD & BRIDGE FUND	7,366.25 7,366.25
109437	ACME TOOLS COUNTY ROAD & BRIDGE FUND	128.10 128.10
109438	AMAZON CAPITAL SERVICES GENERAL FUND GENERAL CAPITAL PROJECTS	9,567.91 66.76 9,501.15
109439	ARMOR INTERACTIVE GENERAL FUND	9,872.38 9,872.38
109440	ARMSTRONG SANITATION COUNTY PARKS FUND	537.88 537.88
109441	AXON ENTERPRISE, INC. GENERAL FUND	1,857.76 1,857.76
109442	BARANKO BROTHERS, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS	2,309,761.00 2,309,761.00
109443	BBH INSURANCE, INC GENERAL FUND	197,667.00 197,667.00
109444	BRAUN INTERTEC CORPORATION COUNTY ROAD & BRIDGE FUND	18,985.00 18,985.00
109445	CHARM-TEX, INC. GENERAL FUND	640.10 640.10
109446	CHEVROLET OF MANDAN GENERAL FUND	51,630.00 51,630.00
109447	CITY OF STANLEY GENERAL FUND WEED CONTROL FUND	2,589.12 2,483.10 106.02
109448	CNH INDUSTRIAL ACCOUNTS COUNTY ROAD & BRIDGE FUND	102.15 102.15
109449	COLE PAPER INC. GENERAL FUND	492.89 492.89
109450	COMFORT SUITES GENERAL FUND	105.94 105.94
109451	CULLIGAN WATER CONDITIONING COUNTY PARKS FUND	303.75 303.75
109452	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND	45,442.00 35,796.00

	COUNTY PARKS FUND	9,646.00
109453	DANKS/LISA HUMAN SERVICE ZONE	22.05 22.05
109454	DUSTBUSTERS, INC. COUNTY ROAD & BRIDGE FUND	140,192.99 140,192.99
109455	EDWARDS/SUSAN COUNTY ROAD & BRIDGE FUND	2,024.00 2,024.00
109456	ENERBASE COUNTY ROAD & BRIDGE FUND	22,810.20 22,810.20
109457	EOG RESOURCES COUNTY ROAD & BRIDGE FUND	1,250.00 1,250.00
109458	FARGO GLASS & PAINT CO GENERAL FUND	2,762.00 2,762.00
109459	FARMERS UNION OIL CO-WILTON GENERAL FUND	96.47 96.47
109460	GALL'S LLC GENERAL FUND	169.03 169.03
109461	GOODMAN/CHAD COUNTY ROAD & BRIDGE FUND	10.96 10.96
109462	GRATECH COMPANY COUNTY ROAD & BRIDGE CAPITAL PROJECTS	100,983.62 100,983.62
109463	H & L SAFETY AND SUPPLY, INC COUNTY PARKS FUND	6,900.00 6,900.00
109464	H.A.THOMPSON & SONS INC GENERAL FUND	11,285.00 11,285.00
109465	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS COUNTY ROAD & BRIDGE FUND	414,433.41 126,623.09 287,810.32
109466	INFORMATION TECHNOLOGY DEPT GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	6,642.89 3,202.35 3,440.54
109467	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,401.20 1,369.77 31.43
109468	KRONOS SAASHR INC GENERAL FUND	854.41 854.41
109469	MAERTENS-BRENNY CONSTRUCTION COMPANY GENERAL CAPITAL PROJECTS	11,684.69 11,684.69
109470	MARTIN CONSTRUCTION INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS	2,042,508.89 2,042,508.89
109471	MATERIAL TESTING SERVICES, LLC GENERAL CAPITAL PROJECTS	7,860.56 7,860.56
109472	MCKENZIE COUNTY AUDITOR/TREASURER GENERAL FUND	43,041.44 43,041.44
109473	MEIERS OIL INC GENERAL FUND WEED CONTROL FUND	1,915.71 50.75 1,864.96

109474	MENARDS - MINOT GENERAL FUND COUNTY PARKS FUND	529.87 202.08 327.79
109475	MIKE'S PLUMBING & HEATING GENERAL FUND	235.00 235.00
109476	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	600.00 600.00
109477	MOUNTRAIL WILLIAMS ELECTRIC COOP COUNTY ROAD & BRIDGE FUND	218.34 218.34
109478	MOWBRAY & SON,INC GENERAL CAPITAL PROJECTS	17,206.33 17,206.33
109479	ND DEPT OF EMERGENCY SERVICES GENERAL FUND	480.00 480.00
109480	ND DEPT OF TRANSPORTATION COUNTY ROAD & BRIDGE CAPITAL PROJECTS	137,031.42 137,031.42
109481	ND DEPT. OF ENVIRONMENTAL QUALITY COUNTY ROAD & BRIDGE FUND	450.00 450.00
109482	NDAAO GENERAL FUND	900.00 900.00
109483	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	1,332.58 1,332.58
109484	NORTH PRAIRIE RURAL WATER DISTRICT COUNTY ROAD & BRIDGE FUND	60.45 60.45
109485	NORTHERN SAFETY TECHNOLOGY INC GENERAL FUND	1,227.58 1,227.58
109486	NORTHLAND SHEDS GENERAL CAPITAL PROJECTS	9,359.00 9,359.00
109487	NOVA FIRE PROTECTION, INC. COUNTY ROAD & BRIDGE FUND	250.00 250.00
109488	O'REILLY AUTO PARTS COUNTY ROAD & BRIDGE FUND	43.96 43.96
109489	ODP BUSINESS SOLUTIONS LLC GENERAL FUND	672.58 672.58
109490	ORTLOFF WATER DEPOT COUNTY ROAD & BRIDGE FUND	270.00 270.00
109491	OTTER TAIL POWER COMPANY GENERAL FUND	510.37 510.37
109492	OWEN G.DUNN CO AMERICAN RESCUE PLAN FUND	28,290.00 28,290.00
109493	PINNACLE GENERAL FUND COUNTY ROAD & BRIDGE FUND	5,315.41 4,921.01 394.40
109494	PINNACLE-AGRONOMY DEPARTMENT WEED CONTROL FUND	213.03 213.03
109495	PITNEY BOWES GLOBAL FINANCIAL SERVICES GENERAL FUND	668.58 668.58
109496	PLAZA OK HARDWARE	26.47

	COUNTY ROAD & BRIDGE FUND	26.47
109497	PLAZA RURAL FIRE DIST #1 GENERAL FUND	271,059.00 271,059.00
109498	POMP'S TIRE SERVICE COUNTY ROAD & BRIDGE FUND	4,720.00 4,720.00
109499	PROCONTROLS MIDWEST GENERAL FUND	653.40 653.40
109500	PURCHASE POWER GENERAL FUND	1,704.80 1,704.80
109501	QUALITY INN GENERAL FUND	96.30 96.30
109502	R & T WATER DISTRICT COUNTY PARKS FUND	132.01 132.01
109503	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	365.00 365.00
109504	RTC NETWORKS GENERAL FUND GENERAL CAPITAL PROJECTS COUNTY PARKS FUND	56,387.63 3,805.36 52,037.54 544.73
109505	RUDEN/DONNA GENERAL FUND	1,000.00 1,000.00
109506	RYAN CHEVROLET GENERAL FUND	88.12 88.12
109507	SAX MOTOR COMPANY COUNTY ROAD & BRIDGE FUND	95,996.00 95,996.00
109508	STANLEY AUTO & TRUCK COUNTY ROAD & BRIDGE FUND	74.90 74.90
109509	STANLEY HARDWARE GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	1,427.89 992.23 384.41 51.25
109510	STANLEY PROFESSIONAL BUILDING VETERAN'S SERVICE OFFICER FUND	650.00 650.00
109511	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	62.55 62.55
109512	SUMMIT FOOD SERVICE, LLC GENERAL FUND	3,198.32 3,198.32
109513	TDC CONSULTING LLC COUNTY ROAD & BRIDGE FUND	2,000.00 2,000.00
109514	THE SIDWELL COMPANY GENERAL FUND	540.00 540.00
109515	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	212.37 212.37
109516	TRUENORTH STEEL COUNTY ROAD & BRIDGE FUND	58,704.93 58,704.93
109517	UNIFORM CENTER GENERAL FUND	299.95 299.95

109518	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY PARKS FUND	3,130.24 2,158.40 971.84
109519	VANGUARD APPRAISALS, INC GENERAL FUND	3,180.00 3,180.00
109520	VERIZON CONNECT NWF, INC. COUNTY ROAD & BRIDGE FUND	585.50 585.50
109521	VERIZON WIRELESS GENERAL FUND	42.20 42.20
109522	VESTIS GENERAL FUND	369.47 369.47
109523	WALK-N-ROLL COUNTY ROAD & BRIDGE FUND	1,340.04 1,340.04
109524	WARNE CHEMICAL & EQUIP CO WEED CONTROL FUND	7,773.35 7,773.35
109525	WASTE MANAGEMENT COUNTY ROAD & BRIDGE FUND	86.00 86.00

**GRAND TOTAL    \$ 6,197,669.69**

J. BOARD CONCERNS

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the appointment of John DeGroot to a 3-year term to the Human Resource Advisory Committee (HRAC). Upon roll call, all present voted yes. Motion carried.

Corey Bristol, Sheriff/Coroner discussed purchasing a SUV vehicle from Chevrolet of Mandan for Coroner responsibilities and no longer move forward with the purchase of the pickup as approved last meeting.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to reconsider the motion made on July 2, 2024 as follows: "Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the purchase of 1 new 2024 1500 Silverado Crew Cab pickup with Chevrolet Mandan totaling \$28,190 with trade in. Upon roll call, Rice, Olson, Hollekim, Ruland and DeGroot voted yes. Motion carried." Upon roll call, all present voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the purchase of a 2024 Tahoe totaling \$51,630 with trade in from Chevrolet of Mandan in place of purchasing a pickup as previous approved. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

3. APPOINTMENT SCHEDULED

9:15 A.M.

Brian Severance with the Parshall Rural Fire Department (PRFD) met to request funding for a fill compressor/transfer pump and two chassis pickups to be utilized as fire trucks.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the purchase of two chassis trucks for the Parshall Fire Department totaling \$130,000 subject of the donating of the two chassis pickups to the Park Board or \$84,000 with trade-ins if Park Board does not accept the donation of the chassis pickups pending Prairie Fords trade in quote being within 10% to be paid out of the Fire and Ambulance Fund. Upon roll call, DeGroot, Ruland, Rice, Olson and Hollekim voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the purchase of the fill compressor/transfer pump for the Parshall Rural Fire Department totaling \$36,174.56 from the American Rescue Act Plan (ARPA) Funds with the PRFD responsible for covering the costs of a service agreement on the equipment. Upon roll call, Ruland, Rice, Hollekim, DeGroot and Olson voted yes. Motion carried.

9:30 A.M.

Joan Mann & Adrian Foote discussed the Coroner duties of Corey Bristol, Sheriff. The family was not satisfied with Sheriff Bristol with the handling and removal of their deceased family member. A letter was received from Justina Langhans, with Langhans Funeral Home concerning the issues of the Coroner duties including how the deceased bodies are being transported. Corey Bristol, Sheriff was also present for the conversation. More discussion will be held when the State's Attorney is present at the next commissioner meeting.

9:45 A.M.

Warren Bogert, Disaster Emergency Manager and Corey Bristol, Sheriff presented the response letter back to the City of Stanley regarding Storm Shelters within the City of Stanley.

10:00 A.M.

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

#### 1. LOADER- BID OPENING RESULTS

Engineer Hennessy presented the loader bidding results. Also present for the bid awards were Jon Markle and Kent Jaeger with RDO.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the purchase of a 2024 664P JD loader from RDO at the low bid of \$327,100. Upon roll call, Olson, Hollekim, Ruland, Rice and DeGroot voted yes. Motion carried.

#### 2. CR6 RECONSTRUCTION PROJECT

Engineer Hennessy along with Craig Mizera, HDR Engineering spoke on the liquidated damages options for CR6 Project from White Earth City west to the Williams County Line. Also present were Harley Neshem and Terry Burke with Gratech, LLC. Harley Neshem discussed the conditions of the road and the inclement weather which caused paving being delayed. Terry Burke discussed the Burlington Northern Santa Fe Railroad flaggers and the lack of participation from BNSF on CR6. Engineer Hennessy discussed all the issues and the delayed road projects within the county in the past with Gratech LLC. More discussion will be held at the next Commissioner meeting.

#### 3. CR9 PHASE II-USACE

Engineer Mizera discussed the response from U.S. Army Corps of Engineers about the tree planting mitigation vs the option of a prairie restoration mitigation (hybrid option) for CR9 phase II Project from State Highway 1804 south to the White Earth Bay.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve sending a letter to the US Army Corps of Engineers asking them to reconsider the option of paying for the damages for the tree planting mitigation and to inform them the County is favorable to prairie restoration mitigation if payment is not an option with a copy of such letter sent to our US Congressional Delegates. Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

#### 4. DEBING TOWNSHIP

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the culvert township assistance for Debing Township totaling 75% of \$47,046.08. Upon roll call, Ruland, Rice, DeGroot, Olson and Hollekim voted yes. Motion carried.

#### 5. LETTER FROM NDDOT-HWY 8

Engineer Hennessy updated the board on the letter received from NDDOT on Highway 8 improvements.

#### 6. BRO-0031(056), PCN 21435

Engineer Hennessy updated the board that a payment will be made to NDDOT in the amount of \$137,031.42 for Project #BRO-0031(056) PCN 21435.

#### 7. COTTONWOOD LAKE BRIDGE-ENGINEERING AGREEMENT

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve signing the Professional Services for preliminary and construction engineering with Sauber Engineering not to exceed \$60,000 for the Cottonwood

Lake Bridge Project #31-114-08.0 located on 88 ½ Ave NW in Section 8 of Cottonwood Township 157-92. Upon roll call, Rice, Ruland, DeGroot, Olson and Hollekim voted yes. Motion carried.

8. MISCELLANEOUS

Discussion was held on the mowing of right of way and some citizens not being happy with the early mowing.

11:30 A.M.

Stephanie A. Pappa, Auditor reviewed the 2025 budgets.

4. ADJOURN

The Board adjourned at 2:35 P.M. to meet in regular session on Tuesday, August 6, 2024 at 9:00 A.M. Accepted and approved this 6<sup>th</sup> day of August, 2024.

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Trudy Ruland, Chairman

Mountrail County Commissioner

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Stephanie A. Pappa

Mountrail County Auditor