

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, March 5, 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. DeGroot, seconded by Comm. Olson, 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. Hollekim, to approve the minutes of the February 20, 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 January fees for Recorder and Planning & Zoning. Upon roll call, Ruland, DeGroot, Rice, Hollekim and Olson voted yes. Motion carried.

D. APPOINTED

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

E. TUCKPOINTING

Tammy Leupp, Building Supervisor met with the board to discuss the bill from Acme Tuckpointing & Restoration. Building Supervisor Leupp stated the cost increased due to several trips to make sure the matching of bricks etc.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the new quote from Acme Tuckpointing & Restoration for the tuckpointing at the Courthouse in the amount of \$103,480 subject to approval of the contract terms by the State's Attorney. Upon roll call, Rice, Hollekim, Ruland, DeGroot and Olson voted yes. Motion carried.

F. RENTAL OF SOUTH COMPLEX

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve waiving the South Complex rental fee for the Arlan Ostdahl benefit being held on March 9th with the family covering cleaning/damage deposit and supplying the insurance liability. Upon roll call, Olson, DeGroot, Ruland, Rice and Hollekim voted yes. Motion carried.

G. 2021 & 2022 AUDIT

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the county audit for the 2021 & 2022 years with the State of ND Auditors. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

H. STOPPAYMENT

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the stop payment and reissue for Rapid Fire Protection for lost Warrant #108365 in the amount of \$1,250 pending signatures. Upon roll call, Hollekim, DeGroot, Ruland, Rice and Olson voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the stop payment and reissue for Rapid Fire Protection for lost Warrant #108595 in the amount of \$350 pending signatures. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

I. PROCUREMENT POLICY

Discussion was held on the Mountrail County Policy for Procurement of Goods and Services and possibly changing the dollar amounts. Wade Enget, State’s Attorney will make changes to the policy and send out to all department heads for review.

J. BILLS

Corey Bristol, Sheriff discussed a bill that was in excess of the quote approved in December 2023 for sonar equipment for the rescue boat.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the extra cost of the sonar equipment in the amount of \$9,500 from the Fire and Ambulance Fund. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot. Motion carried.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the bills totaling \$14,103,016.92 and February 4 through February 17 payroll, checks #17727-17744 and direct deposits #20335-20481 totaling \$550,759.01. Upon roll call, Olson, DeGroot, Hollekim, Ruland and Rice 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 03/05/2024 - PAYMENT 03/05/2024

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
108624	A&W TOWING & RECOVERY, INC. GENERAL FUND	759.00 759.00
108625	ACKERMAN-ESTVOLD ENGINEERING & MANAGEMEN COUNTY ROAD & BRIDGE FUND	78,153.75 78,153.75
108626	ACME TOOLS COUNTY ROAD & BRIDGE FUND	1,257.06 1,257.06
108627	ADDCO OFFICE SYSTEMS HUMAN SERVICE ZONE	169.10 169.10
108628	ADVANCED BUSINESS METHODS GENERAL FUND COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE COUNTY AGENT FUND	677.11 150.42 150.42 225.85 150.42
108629	ARAMARK UNIFORM SERVICES GENERAL FUND	352.72 352.72
108630	ARMOR INTERACTIVE GENERAL FUND	8,955.51 8,955.51
108631	BABBITT/STEPHEN COUNTY ROAD & BRIDGE FUND	7.16 7.16
108632	BADLANDS OCCUPATIONAL TESTING SERVICES HUMAN SERVICE ZONE	50.00 50.00
108633	BOB BARKER CO INC GENERAL FUND	45.68 45.68
108634	BOB HAYES ADDICTION SERVICES HUMAN SERVICE ZONE	4,272.00 4,272.00
108635	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	1,814.72 1,814.72
108636	CDW GOVERNMENT GENERAL FUND DOCUMENT PRESERVATION FUND	881.46 1,350.00 -468.54
108637	CIRCLE SANITATION INC GENERAL FUND	1,005.50 279.75

	COUNTY ROAD & BRIDGE FUND	725.75
108638	CITY OF STANLEY	1,143.52
	GENERAL FUND	1,092.70
	WEED CONTROL FUND	50.82
108639	CNH INDUSTRIAL ACCOUNTS	25,222.02
	COUNTY ROAD & BRIDGE FUND	25,222.02
108640	CORPORATE TRANSLATION SERVICES INC	38.30
	HUMAN SERVICE ZONE	38.30
108641	COUNTIES PROVIDING TECHNOLOGY	4,035.00
	GENERAL FUND	4,035.00
108642	CRUMMIE/KAITLYN	402.00
	HUMAN SERVICE ZONE	402.00
108643	DAKOTA FIRE EXTINGUISHERS, INC.	1,556.75
	GENERAL FUND	488.26
	COUNTY ROAD & BRIDGE FUND	1,068.49
108644	DAKOTALAND AUTOGLASS, INC	750.75
	COUNTY ROAD & BRIDGE FUND	750.75
108645	DMC WEAR PARTS LLC	3,968.97
	COUNTY ROAD & BRIDGE FUND	3,968.97
108646	EAPC ARCHITECTS ENGINEERS	28,544.02
	GENERAL CAPITAL PROJECTS	28,544.02
108647	FENSTER/KAYLA	503.17
	HUMAN SERVICE ZONE	503.17
108648	FIRE EXTINGUISHING SYSTEMS, INC	309.90
	GENERAL FUND	309.90
108649	GALL'S LLC	46.80
	GENERAL FUND	46.80
108650	GJELLSTAD, LLC	10,000.00
	GENERAL FUND	10,000.00
108651	GRAPHICS, LETTERING & TRIM	585.00
	GENERAL FUND	585.00
108652	GRAVEL PRODUCTS INCORPORATED	24,107.16
	COUNTY ROAD & BRIDGE FUND	24,107.16
108653	HANSON/AMANDA	28.49
	HUMAN SERVICE ZONE	28.49
108654	HDR ENGINEERING, INC	149,471.93
	COUNTY ROAD & BRIDGE CAPITAL PROJECTS	61,076.95
	COUNTY ROAD & BRIDGE FUND	88,394.98
108655	HENNESSY/JIM	20.14
	GENERAL FUND	20.14
108656	HERMANSON/NANCY	122.85
	HUMAN SERVICE ZONE	122.85
108657	INFORMATION SYSTEMS CORP	29,162.00
	DOCUMENT PRESERVATION FUND	29,162.00
108658	INFORMATION TECHNOLOGY DEPT	103.75
	HUMAN SERVICE ZONE	103.75
108659	JOHN DEERE FINANCIAL	687.90

	COUNTY ROAD & BRIDGE FUND	687.90
108660	JPMORGAN CHASE BANK NA GENERAL FUND	8,784.11 1,136.60
	COUNTY ROAD & BRIDGE FUND	-97.94
	HUMAN SERVICE ZONE	7,745.45
108661	KOHLER COMMUNICATIONS INC GENERAL FUND	313.80 313.80
108662	LEGAL SERVICES OF NORTH DAKOTA GENERAL FUND	12,414.78 12,414.78
108663	LEMER/COURTNEY HUMAN SERVICE ZONE	629.13 629.13
108664	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	112.39 112.39
108665	LOMMEN/ORVIN HUMAN SERVICE ZONE	1,320.00 1,320.00
108666	MAERTENS-BRENNY CONSTRUCTION COMPANY GENERAL CAPITAL PROJECTS	174,561.78 174,561.78
108667	MAYER ELECTRIC GENERAL CAPITAL PROJECTS	66,690.00 66,690.00
108668	MEIERS OIL INC GENERAL FUND	82.36 82.36
108669	MEYERS/MICHELLE HUMAN SERVICE ZONE	116.90 116.90
108670	MID-STATES ORGANIZED CRIME INFO CENTER GENERAL FUND	150.00 150.00
108671	MILLS/JAMIE HUMAN SERVICE ZONE	310.21 310.21
108672	MO CO HISTORICAL SOCIETY GENERAL FUND	5,000.00 5,000.00
108673	MO CO JOB DEVELOPMENT AUTHORITY GENERAL FUND	12,855,417.00 12,855,417.00
108674	MO CO WATER MANAGEMENT GENERAL FUND	41,344.00 41,344.00
108675	MONTANA DAKOTA UTILITIES CO GENERAL FUND	12,877.64 12,877.64
108676	MOUNTRAIL COUNTY PROMOTER HUMAN SERVICE ZONE	211.31 211.31
108677	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	3,137.67 1,116.87 216.20 1,804.60
108678	ND ASSOCIATION OF COUNTIES HUMAN SERVICE ZONE	1,455.30 1,455.30
108679	ND ASSOCIATION OF COUNTY/TRIBAL VETERAN VETERAN'S SERVICE OFFICER FUND	170.00 170.00
108680	ND COUNTY RECORDERS ASSN GENERAL FUND	200.00 200.00

108681	ND DEPT OF TRANSPORTATION WEED CONTROL FUND	46.00 46.00
108682	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	1,213.64 1,213.64
108683	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND	498.82 498.82
108684	NORTHERN SAFETY TECHNOLOGY INC GENERAL FUND	1,370.83 1,370.83
108685	NORTHERN TESTING INC HUMAN SERVICE ZONE	773.00 773.00
108686	NORTHSTAR STEEL INC GENERAL CAPITAL PROJECTS	180,360.00 180,360.00
108687	O'REILLY AUTO PARTS WEED CONTROL FUND	279.56 279.56
108688	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY AGENT FUND	1,133.85 1,058.21 75.64
108689	OFFICE OF THE STATE AUDITOR GENERAL FUND	6,538.69 6,538.69
108690	OGDEN/CRYSTAL HUMAN SERVICE ZONE	148.75 148.75
108691	PINNACLE COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE	29,511.45 28,821.79 689.66
108692	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	18.98 18.98
108693	PLAZA RURAL FIRE DIST #1 CO. HAZARDOUS CHEMICAL ACCOUNT FUND	13,919.58 13,919.58
108694	POMP'S TIRE SERVICE COUNTY ROAD & BRIDGE FUND	516.15 516.15
108695	PRAIRIE FORD, INC. HUMAN SERVICE ZONE	91.42 91.42
108696	PREBLE MEDICAL SERVICES INC HUMAN SERVICE ZONE	95.00 95.00
108697	PRINGLE & HERIGSTAD, PC GENERAL FUND	325.00 325.00
108698	QUADIENT LEASING GENERAL FUND	420.84 420.84
108699	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	4,709.97 4,709.97
108700	RTC NETWORKS HUMAN SERVICE ZONE	416.96 416.96
108701	RYAN CHEVROLET GENERAL FUND	1,005.95 1,005.95
108702	SAFARI FUELS #103 GENERAL FUND	499.35 499.35
108703	SEARCH & RECOVERY CONSULTING LLC	85,300.00

	GENERAL FUND	85,300.00
108704	SIGN SOLUTIONS USA LLC E 911 EMERGENCY/WIRELESS FUND	1,754.71 1,754.71
108705	STANLEY AUTO & TRUCK COUNTY ROAD & BRIDGE FUND	505.03 505.03
108706	STEINS INC GENERAL FUND	248.76 248.76
108707	SUMMIT FOOD SERVICE, LLC GENERAL FUND	11,555.81 11,555.81
108708	THE SIDWELL COMPANY GENERAL FUND	5,100.00 5,100.00
108709	THIRD WATCH COMMUNICATIONS L.L.C. GENERAL FUND	388.00 388.00
108710	TRACTOR SUPPLY COMPANY COUNTY ROAD & BRIDGE FUND	64.95 64.95
108711	TYLER TECHNOLOGIES, INC GENERAL FUND	682.50 682.50
108712	UNIFORM CENTER GENERAL FUND	37.96 37.96
108713	UNITED QUALITY COOPERATIVE COUNTY ROAD & BRIDGE FUND	238.59 238.59
108714	UPPER MISSOURI DIST HEALTH UNIT GENERAL FUND	180,765.00 180,765.00
108715	VERIZON CONNECT NWF, INC. COUNTY ROAD & BRIDGE FUND	322.10 322.10
108716	VERIZON WIRELESS GENERAL FUND	183.31 183.31
108717	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,360.00 3,360.00
108718	WESTERN BUILDERS INC. WEED CONTROL FUND	349.20 349.20
108719	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND HUMAN SERVICE ZONE	3,757.64 388.03 3,369.61
	GRAND TOTAL	\$14,103,016.92

K. BOARD CONCERNS

Comm. Ruland discussed the future of a nursing home in the southern part of the county.

3. APPOINTMENT SCHEDULED

9:05 A.M.

MaryJo Anderson with North Dakota Public Employees Retirement System (NDPERS) presented the difference between the retirements of the Defined Benefit Main plan vs. Public Safety plan. More discussion will be held during the budget process.

10:00 A.M.

Lori Hanson, Tax Director and Rory Porth, Property Assessor met with the board to discuss the updated Mountrail County Soils Committee Policy and presented two quotes to purchase a copy/scan machine.

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve adopting the updated Mountrail County Soils Committee Policy. Upon roll call, Hollekim, Olson, DeGroot, Ruland and Rice voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve the purchase of a scanner/copy machine from Advanced Business Methods (ABM) for a Canon Image Runner Advance DX C3930i totaling \$6,692.60 from the IT Fund. Upon roll call, Olson, DeGroot, Ruland, Rice and Hollekim voted yes. Motion carried.

10:15 A.M.

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

1. BID OPENING RESULTS-MARCH BID LETTING

Engineer Hennessy discussed the March bid openings results for culverts, cutting edges, loading and hauling of gravel, crushing and stockpiling of aggregate, sub grade repairs and applications of dust control products.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve and award the Road & Bridge March bids for all qualified bidders for projects to be awarded based on lowest price and availability first, all subject to Road & Bridge department needs. Upon roll call, Olson, DeGroot, Rice, Ruland and Hollekim voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the 2024 Request and Agreement for Cities and Township Roads Dust Control Assistance Projects in the amount of \$594 per 1/8 mile. Upon roll call, Rice, Hollekim, Ruland, Olson and DeGroot voted yes. Motion carried.

Engineer Hennessy discussed if the lowest bidder is not utilized for the dust control she will make the Commission aware to change the agreement dollar amount.

2. CULVERT ORDER-STANLEY AIRPORT

Greg Johnson, Chairman of the Stanley Municipal Airport Authority is requesting at cost a 150 ft of 18-inch steel culvert with bands and ends for the use of the construction of the new cross-wind runway.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the Joint Powers Agreement with the Stanley Airport and allow to purchase a 150 ft of 18-inch steel culvert with the bands and ends for the cross-wind runway project at the 2023 year bid price. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

3. PLOW TRUCK

Engineer Hennessy presented a plow truck to purchase from the MNDOT.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve an emergency purchase of a 2022 plow truck from Boyer Trucks totaling \$389,305 from the MNDOT due to the low inventory on the trucks. Upon roll call, Hollekim, Ruland, Rice, Olson and DeGroot voted yes. Motion carried.

4. PRIVATE BRIDGE BY CITY OF WHITE EARTH-UPDATE

Engineer Hennessy discussed a bridge located by the railroad tracks located in Section 35, Township 157 North, Range 94 West (**White Earth Township**). Engineer Hennessy reached out to the Burlington Northern Santa Fe Railroad and NDDOT and they provided information that the bridge is a private crossing sold to the adjacent landowner.

5. CR 3/PALERMO NORTH PROJECT

Engineer Hennessy will send a letter notifying the landowners of the delay on the project due to the right of way easements still pending for CR 3/Palermo North Project.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve signing the letter notifying the landowners of the delay of the project due to the right of way easements still pending for CR 3/Palermo North. Upon roll call, Ruland, DeGroot, Rice, Olson and Hollekim voted yes. Motion carried.

Engineer Hennessy discussed an email from Ronald Anderson with concerns on the property interest to be divided with three different shares of percentage interest and wanted more per acreage. Wade Enget, State's Attorney stated if they all sign off on the document the check would be able to be split with three checks. The Commissioners agreed that no additional monies will be supplied.

6. 41ST ST NW

Engineer Hennessy discussed the issues with the right of way use and the permitting of lay flat-water hose placement on 41st St. NW.

Moved by Comm. DeGroot, seconded by Comm. Rice, to not allow the permitting request for placement of lay flat-water hose on 41st St NW. Upon roll call, all present voted yes and except Ruland. Motion carried.

7. MISCELLANEOUS

Engineer Hennessy gave an update on the project of 36th St NW.

4. ADJOURN

The Board adjourned at 12:10 P.M. to meet in regular session on Tuesday, March 19, 2024 at 9:00 A.M. Accepted and approved this 19th day of March, 2024.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor