

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, May 21, 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 present.

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

2. BUSINESS

A. AGENDA

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

B MINUTES

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the minutes of the May 7, 2024 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. PAYROLL

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the temporary employee classification for Doris Hill with Parshall Bay as a Seasonal Worker in the amount of \$17 per hour not to exceed 20 hours per week and no more than 988 regular hours per year. Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Olson, to approve the regular full-time employee classification for Gwen Hulse with the Mountrail McKenzie Human Service Zone as an Eligibility Worker I in the amount of \$26 per hour/\$54,080 per year. Upon roll call, Olson, Ruland, Hollekim, DeGroot and Rice voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the temporary employee classification for Hannah Braaflat with the Road & Bridge Department as a Seasonal Worker in the amount of \$22.71 per hour not to exceed 50 hours per week and no more than 988 regular hours per year. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the temporary employee classification for Kim Knudson with Parshall Bay as a Seasonal Worker in the amount of \$25 per hour not to exceed 10 hours per week and no more than 988 regular hours per year. Upon roll call, Hollekim, DeGroot, Ruland, Rice and Olson voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Rice, to approve the temporary employee classification for Verla Walter with Parshall Bay as a Seasonal Worker in the amount of \$17.50 per hour not to exceed 40 hours per week and no more than 988 regular hours per year. Upon roll call, DeGroot, Ruland, Rice, Olson and Hollekim voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve the temporary employee classification for Wayne Walter with Parshall Bay as a Seasonal Worker in the amount of \$17.00 per hour not to exceed 30 hours per week and no more than 988 regular hours per year. Upon roll call, Olson, Ruland, Hollekim, DeGroot and Rice voted yes. Motion carried.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the salary increase form for a banding/grading promotion change for Denise Ray with the County Ag/Weed Control as an Ag/Weed Technician from banding/grading B21 to a B23 to the amount of \$29.01 per hour/\$60,343 per year. Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve the temporary employee classification for Hunter Crowdrey with the State's Attorney as a 3rd year Law Student Externship in the amount of \$22 per hour not to exceed 40 hours per week and no more than 350 regular hours per year. Upon roll call, Ruland, Olson, Hollekim, DeGroot and Rice voted yes. Motion carried.

D. TOWNSHIP ROAD MILES

Moved by Comm. Rice, seconded by Comm. Olson, to approve signing the Unorganized Township road miles for Township Funding Distributions. Upon roll call, Ruland, Rice, Olson, DeGroot and Hollekim voted yes. Motion carried.

E. GAMING SITE AUTHORIZATION

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve signing the gaming site authorization for Veterans of Foreign Wars 1326 at the Whiskey Flats from July 1, 2024 through June 30, 2025. Upon roll call, Ruland, DeGroot, Rice, Olson and Hollekim voted yes. Motion carried.

F. BUILDING PERMIT

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve signing the building permit application for the City of Stanley for the relocating of the fence that is surrounding the impound lot to the jail facility. Upon roll call, Ruland, Olson, Hollekim, DeGroot and Rice voted yes. Motion carried.

G. COMPLETION OF MEMORAIL BUILDING

The Board will wait on signing the substantial completion for the Memorial Building.

H. BILLS

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the bills totaling \$4,152,077.13 and April 28 through May 11 payroll, checks #17838-17856 and direct deposits #21225-21379 totaling \$566,599.56. Upon roll call, DeGroot, Hollekim, Rice, Olson 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 and/or are available for review in the Auditor’s Office during normal business hours).

APPROVED 5/21/2024 - PAYMENT 5/21/2024

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
109086	ACME TOOLS	210.64
	COUNTY PARKS FUND	210.64
109087	ADDCO OFFICE SYSTEMS	178.70
	GENERAL FUND	44.67
	COUNTY ROAD & BRIDGE FUND	44.68
	COUNTY AGENT FUND	44.68
	WEED CONTROL FUND	44.67
109088	ADVANCED BUSINESS METHODS	451.26
	GENERAL FUND	150.42
	COUNTY ROAD & BRIDGE FUND	150.42
	COUNTY AGENT FUND	150.42
109089	AMERICAN GARAGE DOOR	377.50
	COUNTY ROAD & BRIDGE FUND	377.50
109090	ARMOR INTERACTIVE	12,968.68
	GENERAL FUND	12,968.68
109091	AT&T	145.00
	GENERAL FUND	145.00
109092	BARANKO BROTHERS, INC	1,122,786.84
	COUNTY ROAD & BRIDGE CAPITAL PROJECTS	1,122,786.84
109093	BELSON OUTDOORS, INC	9,890.00
	COUNTY PARKS FUND	9,890.00
109094	BISMARCK HOTEL & CONFERENCE CENTER	96.30
	GENERAL FUND	96.30
109095	BORDER PLAINS EQUIPMENT LLC.	1,834.78
	COUNTY PARKS FUND	1,834.78

109096	CNH INDUSTRIAL ACCOUNTS COUNTY ROAD & BRIDGE FUND	469.82 469.82
109097	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	4,035.00 4,035.00
109098	COVIA COUNTY ROAD & BRIDGE FUND	1,250,000.00 1,250,000.00
109099	CUMMINS SALES AND SERVICE GENERAL FUND	642.00 642.00
109100	D & L CONSTRUCTION, INC COUNTY PARKS FUND	943.06 943.06
109101	DAKOTA DRUG CO GENERAL FUND	75.30 75.30
109102	DAKOTA DUST-TEX, INC GENERAL FUND	274.60 274.60
109103	DUSTBUSTERS, INC. COUNTY ROAD & BRIDGE FUND	64,192.17 64,192.17
109104	ELECTION SYSTEMS & SOFTWARE INC GENERAL FUND	3,330.79 3,330.79
109105	ENERBASE GENERAL FUND COUNTY ROAD & BRIDGE FUND	9,438.23 678.81 8,759.42
109106	FARGO GLASS & PAINT CO GENERAL FUND	144.24 144.24
109107	FARMERS UNION OIL CO-WILTON GENERAL FUND	182.60 182.60
109108	FONSECA/MICHAEL GENERAL FUND	198.00 198.00
109109	GALL'S LLC GENERAL FUND	70.65 70.65
109110	GJELLSTAD, LLC GENERAL FUND	10,000.00 10,000.00
109111	GOOD/KORY GENERAL FUND	198.00 198.00
109112	GRATECH COMPANY COUNTY ROAD & BRIDGE CAPITAL PROJECTS	16,866.56 16,866.56
109113	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	280,969.36 280,969.36
109114	INFORMATION TECHNOLOGY DEPT GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	6,564.79 3,124.25 3,440.54
109115	JENKINS/HEATHER COUNTY PARKS FUND	316.81 316.81
109116	K SQUARED ELECTRIC INC GENERAL FUND	17,960.91 17,960.91
109117	KRONOS SAASHR INC GENERAL FUND	721.24 721.24
109118	LANGHANS FUNERAL HOMES INC	420.00

	GENERAL FUND	420.00
109119	LANGUAGE LINE SERVICES, INC E 911 EMERGENCY/WIRELESS FUND	1.96 1.96
109120	LARSON TIRE SERVICE GENERAL FUND	2,386.99 2,386.99
109121	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	341.68 341.68
109122	LOWE'S PRINTING INC COUNTY ROAD & BRIDGE FUND	38.95 38.95
109123	MARTIN CONSTRUCTION INC COUNTY ROAD & BRIDGE CAPITAL PROJECTS	830,573.65 830,573.65
109124	MATERIAL TESTING SERVICES, LLC GENERAL CAPITAL PROJECTS	1,380.75 1,380.75
109125	MAYER ELECTRIC GENERAL CAPITAL PROJECTS	46,904.01 46,904.01
109126	MCKESSON MEDICAL-SURGICAL GENERAL FUND	427.52 427.52
109127	MENARDS - MINOT GENERAL FUND GENERAL CAPITAL PROJECTS COUNTY PARKS FUND	1,098.36 36.65 229.91 831.80
109128	METROPOLITAN COMPUNDS INC GENERAL FUND	558.50 558.50
109129	MODERN OFFICE GENERAL FUND	3,099.00 3,099.00
109130	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	941.80 941.80
109131	MOUNTRAIL COUNTY PROMOTER VETERAN'S SERVICE OFFICER FUND	48.00 48.00
109132	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	2,543.99 788.96 225.44 1,529.59
109133	MOWBRAY & SON, INC GENERAL CAPITAL PROJECTS	70,619.14 70,619.14
109134	MYRTLE TOWNSHIP 2023 FLOOD DISASTER	61,347.90 61,347.90
109135	ND ASSOCIATION OF COUNTIES GENERAL FUND	763.33 763.33
109136	ND COUNTY TREASURERS ASSN GENERAL FUND	250.00 250.00
109137	ND DEPARTMENT OF WATER RESOURCES GENERAL FUND	111,568.00 111,568.00
109138	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	417.56 417.56
109139	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	785.35 785.35

109140	NORTHERN PUMP & COMPRESSION, INC COUNTY ROAD & BRIDGE FUND	1,397.05 1,397.05
109141	NORTHWEST TIRE INC COUNTY PARKS FUND	179.97 179.97
109142	O'REILLY AUTO PARTS WEED CONTROL FUND	168.51 168.51
109143	ODP BUSINESS SOLUTIONS LLC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	1,231.95 1,052.80 35.37 108.41 35.37
109144	OE2 NORTH LLC COUNTY ROAD & BRIDGE FUND	35,000.00 35,000.00
109145	OTTER TAIL POWER COMPANY GENERAL FUND	43.78 43.78
109146	PINNACLE GENERAL FUND COUNTY ROAD & BRIDGE FUND	2,764.95 2,710.87 54.08
109147	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	119.88 119.88
109148	PROCONTROLS MIDWEST GENERAL FUND	2,427.27 2,427.27
109149	PURCHASE POWER GENERAL FUND	3,006.25 3,006.25
109150	QUADIENT, INC GENERAL FUND	126.00 126.00
109151	R & T WATER DISTRICT COUNTY PARKS FUND	55.00 55.00
109152	RADISSON HOTEL-BISMARCK GENERAL FUND	199.60 199.60
109153	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	338.30 338.30
109154	RICHLAND PUMP & SUPPLY COUNTY ROAD & BRIDGE FUND	1,575.84 1,575.84
109155	RODGERS/MADISON GENERAL FUND	218.42 218.42
109156	RTC NETWORKS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	5,032.01 4,393.58 90.00 548.43
109157	RUDOLPH ELECTRIC, LLC GENERAL CAPITAL PROJECTS	150.00 150.00
109158	RULAND/KATHY GENERAL FUND	2,625.00 2,625.00
109159	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	76,151.60 76,151.60
109160	SCHUMAIER/RANDI GENERAL FUND	222.88 222.88

109161	SELECT WATER SOLUTIONS, LLC COUNTY ROAD & BRIDGE FUND	4,000.00 4,000.00
109162	SIGN SOLUTIONS USA LLC E 911 EMERGENCY/WIRELESS FUND	3,484.90 3,484.90
109163	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND	701.07 4.89 696.18
109164	STANLEY LUMBER & SUPPLY GENERAL FUND COUNTY ROAD & BRIDGE FUND	149.74 15.25 134.49
109165	STEEL REEF BURKE LLC COUNTY ROAD & BRIDGE FUND	7,000.00 7,000.00
109166	STEINS INC GENERAL FUND COUNTY PARKS FUND	17,390.11 15,478.84 1,911.27
109167	SUMMIT FOOD SERVICE, LLC GENERAL FUND	9,205.59 9,205.59
109168	SWANSTON EQUIPMENT CORP COUNTY ROAD & BRIDGE FUND	1,200.00 1,200.00
109169	THE PURSUIT CHURCH GENERAL FUND	1,000.00 1,000.00
109170	THE SIDWELL COMPANY GENERAL FUND	870.00 870.00
109171	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	212.37 212.37
109172	TYLER TECHNOLOGIES, INC GENERAL FUND	9,647.50 9,647.50
109173	UNIFORM CENTER GENERAL FUND	126.00 126.00
109174	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY PARKS FUND	1,283.19 821.45 461.74
109175	VERIZON WIRELESS GENERAL FUND COUNTY ROAD & BRIDGE FUND E 911 EMERGENCY/WIRELESS FUND WEED CONTROL FUND	1,512.79 99.99 296.16 1,058.83 57.81
109176	VESTIS GENERAL FUND	355.26 355.26
109177	VISION WEST ND, INC GENERAL FUND	5,000.00 5,000.00
109178	WASTE MANAGEMENT COUNTY ROAD & BRIDGE FUND	86.00 86.00
109179	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	287.98 287.98
109180	WHITE CAP COUNTY ROAD & BRIDGE FUND	1,702.98 1,702.98
109181	WILBUR-ELLIS COMPANY COUNTY PARKS FUND	777.12 777.12

GRAND TOTAL \$ 4,152,077.13

I. JOINT POWERS AGREEMENT

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve signing the Joint Powers Agreement for the rescue boat between New Town City, New Town Fire Department and the County. All were in consensus to allow Comm DeGroot to be able to vote. Upon roll call, Hollekim, Rice, DeGroot, Ruland and Olson voted yes. Motion carried.

J. BOARD CONCERNS

Comm. Hollekim discussed a possible issue at the Memorial Building with the Food Pantry having concerns with the location of the heat register and the delivering of pallets. A meeting is being held on May 29, 2024 at 3 p.m. and 6 p.m. in Minot at the Public Library to discuss the Regional Livestock Development and Planning kickoff with Souris Basin Planning Council.

3. APPOINTMENT SCHEDULED

9:15 A.M.

Lori Hanson, Tax Director and Rory Porth, Property Assessor met with the board to discuss the Vanguard contract and the newly updated Portico.

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve signing the license agreement with Vanguard Appraisals, Inc. for CAMAvision to archive property data cards for the years of 2023-2028 totaling \$19,080 and approve upfront payment in the 2024 year in the amount of \$6,360 for the archival of the 2023 & 2024 property data cards. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Thomas (Rory) Porth will be retiring August 2025.

9:30 A.M.

Jana Hennessy, Road & Bridge (R&B) Engineer and Mary Trahan, Road & Bridge (R&B) Accountant met to discuss Road & Bridge.

1. 41ST ST NW, PROJECT #UO(41)22

Engineer Hennessy discussed the asphalt longitudinal crack on 41st St NW, Project #UO(41)22. The contractor milled this section of road and it was determined the issue was caused by high moisture content. The subgrade was compacted, fabric installed, and asphalt was laid to repair this segment. The change order will be discussed at the next commissioner meeting.

2. ROW UPDATE

Engineer Hennessy gave an update on the Right of Way on CR 9, Project #09(99)23 from CR4/CR9 intersection in Bicker Township north 4 miles to Burke County & CR 3, Project #03(71)23 from 5.5 miles north of CR2 north approximately 9 miles to ND#50.

3. COTTONWOOD LAKE BRIDGE, BRO-0031(056)

Engineer Hennessy discussed the email received from John Sauber with Sauber Engineering stating Dustin Roise with Cottonwood Township suggested the replacement must be a cement culvert because the steel culverts don't last with the water. Engineer Hennessy also gave an update on the bonding company for Quality Dirtworks, LLC stating the money still hasn't been received.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve moving forward with bidding using the original cement culvert design for the Cottonwood Lake Bridge #31-114-08, BRO-0031(056) located on 88 ½ Ave NW in Section 8 of Cottonwood Township 157-92. Upon roll call, Hollekim, Rice, Ruland, Olson and DeGroot voted yes. Motion carried.

4. BR10625-MARTIN CONSTRUCTION

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve waiving the liquidated damages totaling \$42,900 with Martin Construction on Bridge No. 31-106-25.0 BR10625 located in Section 3 of Unorganized Township 154-94 due to adverse weather delays with the stipulation that Martin Construction signs the

balancing change order and final estimate without any further modifications. Upon roll call, Olson, Ruland, Hollekim, DeGroot and Rice voted yes. Motion carried.

5. CR 1, PROJECT #01(62)23/(FROM CR 10 NORTH TO HWY 2)

Engineer Hennessy discussed a public meeting regarding CR 1, Project #01(62)23 to be held on May 30 at 5 p.m. at the Mountrail County Plaza Complex.

6. CR 6, PROJECT #06(68)22, WHITE EARTH TO TIOGA

Engineer Hennessy along with Craig Mizera with HDR Engineering discussed the liquidated damages assessed prior to winter shutdown and the substantial completion not completed with Gratech Company on CR 6, Project #06(68)22. Engineer Hennessy discussed an attempt to reach out to Gratech Company to get the schedule of railroad flagging for paving operations.

7. CR 4, 74th AVE NW

Engineer Hennessy along with Engineer Mizera with HDR Engineering discussed the Engineering Services Agreement with HDR Engineering to move forward on the right of way acquisition, permitting and preliminary design for a paved surface for CR 4, 74th Ave NW from CR7 west approximately 11 miles to the Williams County Line.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve signing the Engineering Services agreement with HDR Engineering totaling \$979,698.29 for CR 4, 74th Ave NW. Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

8. PAVEMENT EVALUATION-QUOTE

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve signing a contract with Braun Intertec Corporation for CR 5, from ND Highway 1804 to US Highway 2 (9 miles); CR 14, from the west end to ND Highway 37 (10 miles); CR 17, from 30th St NW to ND Highway 23 (11 miles); CR 19, from 36th St NW to ND Highway 23 (3 miles) and CR 21, from 30th St NW to ND Highway 23 (9 miles) totaling \$26,435. Upon roll call, Olson, Ruland, DeGroot, Rice and Hollekim voted yes. Motion carried.

9. TAC-7-023_069_926PCN, SOV LETTER

Engineer Hennessy discussed an email from Ackerman-Estvold concerning the cooperation with City of New Town and NDDOT on roadway ND 23B to install a 10' wide shared use path along the west and north side of the ND 23B from Edgewater Country Club to ND 1804. No comments were submitted for this project.

10. 213 TRANSFER

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the transfer from 214 Road & Bridge fund to 213 Capital Projects fund CR 10(51)23 Construction Contract totaling \$8,360,734.99. Upon roll call, Hollekim, DeGroot, Ruland, Rice and Olson voted yes. Motion carried.

11. MISCELLANEOUS

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve signing the petition for vacation of Section Line Closure between Section 17 and Section 18 in Township 156 North, Range 94 West described as "beginning at a point on the SW corner of the W1/2NW1/4 in Section 17 and the SE corner of the SE1/4NW1/4 in Section 18, and thence proceeding northerly upon the existing section line to a point that intersects with the US Highway #2 right of way". Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

4. ADJOURN

The Board adjourned at 11:22 A.M. to meet in regular session on Tuesday, June 4, 2024 at 9:00 A.M. Accepted and approved this 4th day of June, 2024.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor