

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, September 19, 2023 at 8:30 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Joan Hollekim, Trudy Ruland, Wayne Olson, Jason Rice and John DeGroot present. State's Attorney, Wade Enget was absent.

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

2. BUSINESS

A. AGENDA

Moved by Comm. DeGroot, 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. Hollekim, seconded by Comm. Olson, to approve the minutes of the September 5, 2023 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Olson, seconded by Comm. Rice, to approve the August fees for Clerk of Court and Sheriff's Office. Upon roll call, Hollekim, Ruland, DeGroot, Rice and Olson voted yes. Motion carried.

D. BOOKMOBILE STATISTICS

The Board reviewed the statistics of the bookmobile usage.

E. RENTALS

Discussion was held on the cost for leasing of the buildings and what to charge for a funeral service.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve waiving the lease rental fee for funeral services held in county facilities. The lessee will still be required to obtain liability insurance coverage and pay the cleaning deposit. Upon roll call, DeGroot, Olson, Hollekim, Rice and Ruland voted yes. Motion carried.

F. RESOLUTIONS

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve the resolution of support with Souris Basin Planning Council for the purpose of regional livestock planning grant acceptance:

WHEREAS Mountrail County on behalf of its County Commission desires to enter into Agreement with the Souris Basin Planning Council to apply for a Regional Livestock Planning Grant which the County is eligible for. The Agreement further provides the County with identification of suitable locations for rural economic development, including animal feeding operations, agricultural processing and storage facilities, and other agriculture related development.

NOW, THEREFORE, BE IT RESOLVED by the Mountrail County Board of Commissioners, North Dakota as follows:

1. Following completion of the site analysis process the County will review county and township zoning and land use regulations. The County may update any zoning or land use regulations based on recommendations of site analysis process. Additionally, the County will provide information to townships of said county so they may review and update zoning and land use regulations as they see fit.
2. That the Chair of the County Board of Commissioners and the County Board Clerk are authorized to sign the Agreement.

Upon roll call, Ruland, Rice, DeGroot, Olson and Hollekim voted yes. Motion carried.

G. BILLS

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the bills totaling \$7,456,718.65 . Upon roll call, Hollekim, Olson, DeGroot, 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 9/19/2023-PAYMENT 9/19/2023

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
107494	A&W TOWING & RECOVERY, INC. GENERAL FUND	500.00 500.00
107495	ACKERMAN-ESTVOLD ENGINEERING & MANAGEMENT COUNTY ROAD & BRIDGE FUND	58,452.28 58,452.28
107496	ACME TOOLS GENERAL FUND COUNTY ROAD & BRIDGE FUND	3,199.34 3,189.80 9.54
107497	ANDERSON/TERRY WEED CONTROL FUND	512.30 512.30
107498	ARAMARK UNIFORM SERVICES GENERAL FUND	312.93 312.93
107499	ARMOR INTERACTIVE GENERAL FUND DOCUMENT PRESERVATION FUND	16,749.97 16,209.97 540.00
107500	ASWS LLC DBA HAMLIN WATER COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
107501	BERT'S TRUCK EQUIPMENT OF MOORHEAD COUNTY ROAD & BRIDGE FUND	18,721.58 18,721.58
107502	BICKER TOWNSHIP COUNTY ROAD & BRIDGE FUND	1,318.50 1,318.50
107503	CHARM-TEX, INC. GENERAL FUND	92.98 92.98
107504	CITY OF STANLEY WEED CONTROL FUND	144.14 144.14
107505	CNH INDUSTRIAL ACCOUNTS COUNTY ROAD & BRIDGE FUND	3,749.54 3,749.54
107506	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	3,920.00 3,920.00
107507	CULLIGAN WATER CONDITIONING COUNTY PARKS FUND	206.00 206.00
107508	DAKOTA DRUG CO GENERAL FUND	68.00 68.00
107509	DAKOTA DUST-TEX, INC GENERAL FUND	403.95 403.95
107510	ENERBASE GENERAL FUND	1,059.88 1,059.88
107511	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	9,240.00 9,240.00
107512	FARGO GLASS & PAINT CO GENERAL FUND	569.32 569.32
107513	GRATECH COMPANY COUNTY ROAD & BRIDGE CAPITAL PROJECTS	1,559,279.16 1,559,279.16

107514	HDR ENGINEERING, INC	322,568.54
	COUNTY ROAD & BRIDGE CAPITAL PROJECTS	139,686.71
	COUNTY ROAD & BRIDGE FUND	182,881.83
107515	INFORMATION TECHNOLOGY DEPT	6,794.44
	GENERAL FUND	3,353.90
	E 911 EMERGENCY/WIRELESS FUND	3,440.54
107516	JERRY'S SEPTIC SERVICE	4,500.00
	COUNTY PARKS FUND	4,500.00
107517	JOHN DEERE FINANCIAL	2,378.66
	COUNTY ROAD & BRIDGE FUND	338.28
	WEED CONTROL FUND	2,040.38
107518	JOHNSON CONTROLS FIRE PROTECTION LP	3,736.45
	GENERAL FUND	3,736.45
107519	JPMORGAN CHASE BANK NA	1,024.49
	COUNTY ROAD & BRIDGE FUND	1,024.49
107520	KRONOS SAASHR INC	750.53
	GENERAL FUND	750.53
107521	LANGUAGE LINE SERVICES, INC	4.90
	E 911 EMERGENCY/WIRELESS FUND	4.90
107522	LOWE'S GARDEN CENTER & FLORAL	5,575.75
	GENERAL FUND	5,575.75
107523	LOWE'S PRINTING INC	818.35
	GENERAL FUND	64.00
	COUNTY PARKS FUND	405.00
	COUNTY AGENT FUND	349.35
107524	MARTIN CONSTRUCTION INC	4,457,955.21
	COUNTY ROAD & BRIDGE CAPITAL PROJECTS	4,457,955.21
107525	MATERIAL TESTING SERVICES, LLC	1,172.50
	GENERAL FUND	1,172.50
107526	MAYO CONSTRUCTION COMPANY, INC	328,800.73
	COUNTY ROAD & BRIDGE CAPITAL PROJECTS	328,800.73
107527	MCKESSON MEDICAL-SURGICAL	31.87
	GENERAL FUND	31.87
107528	MCRANDALL MOBILE GLASS, LLC	300.00
	GENERAL FUND	300.00
107529	MENARDS - MINOT	24.92
	COUNTY PARKS FUND	24.92
107530	METROCOUNT (USA) INC	910.00
	COUNTY ROAD & BRIDGE FUND	910.00
107531	MINOT RESTAURANT SUPPLY CO	33.80
	GENERAL FUND	33.80
107532	MOUNTRAIL CO ROAD DEPART	12,994.22
	152-93 UNORGANIZED TOWNSHIP	12,994.22
107533	MOUNTRAIL COUNTY HEALTH CENTER	600.00
	GENERAL FUND	600.00
107534	MOUNTRAIL COUNTY MEDICAL CENTER	573.00
	GENERAL FUND	573.00
107535	MOUNTRAIL WILLIAMS ELECTRIC COOP	169.06

	COUNTY ROAD & BRIDGE FUND	169.06
107536	MOWBRAY & SON,INC GENERAL CAPITAL PROJECTS	245,757.11 245,757.11
107537	NARDINI FIRE EQUIPMENT GENERAL FUND	586.00 586.00
107538	ND ASSOCIATION OF COUNTIES E 911 EMERGENCY/WIRELESS FUND	1,796.34 1,796.34
107539	ND TRUST LANDS GENERAL FUND	23,730.52 23,730.52
107540	NEW TOWN CITY COUNTY ROAD & BRIDGE FUND	104.00 104.00
107541	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	353.16 353.16
107542	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
107543	NUTRIEN AG SOLUTIONS WEED CONTROL FUND	354.50 354.50
107544	O'REILLY AUTO PARTS COUNTY ROAD & BRIDGE FUND	9.98 9.98
107545	ODP BUSINESS SOLUTIONS LLC GENERAL FUND	1,033.16 1,033.16
107546	OTIS ELEVATOR COMPANY GENERAL FUND	250.00 250.00
107547	OTTER TAIL POWER COMPANY GENERAL FUND	753.43 753.43
107548	PINNACLE GENERAL FUND WEED CONTROL FUND	5,121.68 5,001.68 120.00
107549	QUADIENT FINANCE USA INC GENERAL FUND	707.00 707.00
107550	R & T WATER DISTRICT COUNTY PARKS FUND	131.05 131.05
107551	RECORD KEEPERS, LLC GENERAL FUND	17.50 17.50
107552	RTC NETWORKS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND COUNTY AGENT FUND WEED CONTROL FUND	5,299.70 4,605.38 175.08 399.06 75.06 45.12
107553	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	205,754.77 205,754.77
107554	SAX MOTOR COMPANY COUNTY ROAD & BRIDGE FUND	90,974.00 90,974.00
107555	SIRCHIE ACQUISITION COMPANY LLC GENERAL FUND	102.10 102.10
107556	STANLEY AUTO & TRUCK COUNTY ROAD & BRIDGE FUND	482.15 482.15

107557	STANLEY HARDWARE	1,850.78
	GENERAL FUND	639.67
	COUNTY ROAD & BRIDGE FUND	1,126.75
	WEED CONTROL FUND	84.36
107558	STANLEY LUMBER & SUPPLY	12.00
	GENERAL FUND	12.00
107559	STANLEY PROFESSIONAL BUILDING	650.00
	VETERAN'S SERVICE OFFICER FUND	650.00
107560	STATE TREASURER	6,303.50
	E 911 EMERGENCY/WIRELESS FUND	6,303.50
107561	STEINS INC	577.50
	GENERAL FUND	577.50
107562	SUMMIT FOOD SERVICE, LLC	6,059.55
	GENERAL FUND	6,059.55
107563	TRUENORTH STEEL	19,926.00
	COUNTY ROAD & BRIDGE FUND	19,926.00
107564	TYLER TECHNOLOGIES, INC	682.50
	GENERAL FUND	682.50
107565	ULINE	370.05
	GENERAL FUND	370.05
107566	UNITED QUALITY COOPERATIVE	2,907.28
	GENERAL FUND	2,153.74
	COUNTY PARKS FUND	753.54
107567	VERIZON CONNECT NWF, INC.	81.11
	COUNTY ROAD & BRIDGE FUND	81.11
107568	VERIZON WIRELESS	1,541.19
	GENERAL FUND	188.96
	E 911 EMERGENCY/WIRELESS FUND	1,294.46
	WEED CONTROL FUND	57.77
107569	WARNE CHEMICAL & EQUIP CO	601.14
	WEED CONTROL FUND	601.14
107570	WESTLIE TRUCK CENTER	491.61
	COUNTY ROAD & BRIDGE FUND	491.61
	FINAL TOTAL	\$ 7,456,718.65

3. APPOINTMENT SCHEDULED

8:30 A.M.

The Upper Missouri District Health Unit Budget hearing telephone conference for the 2024 budget was held in conjunction with Divide County, McKenzie County and Williams County Commissioners.

The 2024 Upper Missouri District Health Unit Budget was approved by the respective boards.

9:00 A.M.

Discussion was held on the NDACO email from Aaron Birst, discussing the option of a new method for collecting and distributing 911 fees.

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve signing the joint powers agreement for purchasing collection and distribution of 911 fees with NDACO. Upon roll call, Rice, Ruland, Hollekim, Olson and DeGroot voted yes. Motion carried.

9:15 A.M.

Lori Hanson, Tax Director discussed the abatement on parcel #56-0059655.

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the abatement on parcel #56-0059655 for the year 2022 due to garage not sitting on a foundation as per the recommendation of Tax Director Hanson. Upon roll call, Rice, Ruland, Olson, Hollekim and DeGroot voted yes. Motion carried.

9:20 A.M.

Heath Hetzel, Market President, Bonnie Nichols, Retail Supervisor, Julie Binstock, Wealth Investment Officer, Derek Binstock, Investment Officer, Pam Andrist, Senior Wealth Manager and Tom Wyckoff, Insurance Specialist, with Bravera Bank presented proposals to the board. Jessica Niemitalo, Treasurer will bring back the recommendation to the board at the next commissioner meeting.

9:35 A.M.

Laurie Johnson, Correctional Administrator met with the board to discuss the 2024 budget for Corrections. Correctional Administrator Johnson also discussed approval for out of state travel.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve out of state travel for the nurse to attend the Correctional Health Division in Alexandria, Minnesota on October 10-12, 2023 and one person to attend the Turnkey Conference in River Falls, Wisconsin on September 26-30. Upon roll call, Ruland, Hollekim, Olson, Rice and DeGroot voted yes. Motion carried.

9:45 A.M.

Melissa Vachal, Recorder met with the board to discuss the 2024 budget for Recorder.

9:55 A.M.

Madison Rodgers, Clerk of Court met with the board to discuss the 2024 budget for Clerk of Court.

10:05 A.M.

Desiree Sorenson, Mountrail McKenzie Human Service Zone Administrator met with the board to discuss the 2024 budget for Social Service Zone.

10:40 A.M.

Discussion was held on the 2024 Preliminary Budget Hearing for the County. Also present was Angela Swider.

Moved by Comm. Rice, seconded by Comm. Olson, to open the 2024 Preliminary Budget Hearing. Upon roll call, all present voted yes. Motion carried.

The Board reviewed the preliminary budget for the county budgets for 2024. Angela Swider thanked the commission for the work that has been done and no further comments were received.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to close the 2024 Preliminary Budget Hearing for the County. Upon roll call, all present voted yes. Motion carried.

10:50 A.M.

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

1. SIKES TOWNSHIP

Wayne Bohrer, Jordan Kannianen and Carl Kannianen with Sikes Township were present to request assistance with culvert replacements. Warren Bogert, Disaster Emergency Coordinator will apply for FEMA funds for the qualified portions of the project.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the township assistance for the culvert replacements in the amount of 75% of the total project costs with the understanding Sikes Township will reimburse Mountrail County 75% of any funds received from FEMA. Upon roll call, Olson, Hollekim, DeGroot, Ruland and Rice voted yes. Motion carried.

2. 2023 CHIP SEAL AMENDMENT REQUEST

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve signing the amendment to agreement between Sauber Engineering Inc and the county for preliminary and construction engineering services for the 2023 Chip Seal Project for an increase of \$15,000 not to exceed \$73,000 in total contract price. Upon roll call, Olson, DeGroot, Hollekim, Ruland and Rice voted yes. Motion carried.

3. MAYO HAUL ROUTE AGREEMENT

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the Mayo Haul Route Agreement for 96th Ave NW & 57th St NW and 57th St NW going West from Jeffery’s pit and North on CR 9 to ND Highway US 2 with a line of credit totaling \$1,255,000 . Upon roll call, Olson, Rice, Hollekim, DeGroot and Ruland voted yes. Motion carried.

4. LANDOWNERS MEETING-UPCOMING CONSTRUCTION PROJECTS CR 10 & CR 11

Engineer Hennessy discussed the communication process for construction projects CR 10 & 11. The board agreed to have an upcoming landowners/public meeting for construction projects CR 10 & 11.

5. NDDOT MEETING DURING NDACO CONFERENCE

Engineer Hennessy discussed the NDDOT meeting during the NDACO conference to be held on October 9, 2023 at 11 a.m.

6. 2024 BUDGET DISCUSSION

Engineer Hennessy met with the board to discuss the 2024 budget for Road & Bridge.

7. MISCELLANEOUS

Comm. Rice discussed a phone call received about traffic entering off of 58th St NW onto 101st Ave NW. Engineer Hennessy will install traffic entering sign on the intersection.

4. ADJOURN

The Board adjourned at 11:50 A.M. to meet in regular session on Tuesday, October 3, 2023 at 9:00 A.M. Accepted and approved this 3rd day of October, 2023.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor