

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, September 21, 2021 at 8:30 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Joan Hollekim, Jason Rice, Wayne Olson, Trudy Ruland, and Daniel Uran present. Also present was State's Attorney, Wade Enget.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

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

B. MINUTES

Moved by Comm. Uran, seconded by Comm. Rice, to approve the minutes of the September 7, 2021 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. SALARY INCREASE

Discussion was held on the emails received by Department Heads and Employees concerning the salary increases.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve signing and sending the letters as drafted to Department Heads and employees explaining the salary increases. Upon roll call, all present voted yes. Motion carried.

D. PAYROLL

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the salary increase for an internal hire/external application process for Alexis Hill as a Road & Bridge Technician to the amount of \$5,400 per month/\$64,800 per year effective September 1, 2021. Upon roll call, Hollekim, Rice, Uran, Ruland and Olson voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the salary increase for a promotion as a Facilities Technician II for Andrew Domben with the County Buildings Department to the amount of \$4,281.92 per month/\$51,383 per year effective September 1, 2021. Upon roll call, Rice, Ruland, Uran, Olson and Hollekim voted yes. Motion carried.

Laurie Johnson, Correctional Administrator stated Donald Bingen is retiring and will continue to work at his convenience.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the casual employee classification for Donald Bingen as a Correctional Officer II not to exceed 8 hours per week and no more than 288 hours per year in the amount of \$26.821 per hour effective October 1, 2021. Upon roll call, Olson, Rice, Hollekim, Ruland and Uran voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to deny the salary increase for a banding/grading change for Duane Marmon as a Chief Deputy with the Sheriff's Department to the amount of \$7,911.17 per month/\$94,934 per year and have department head resubmit with corrected salary and effective date of 1/1/2022. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to deny the salary increase for a banding/grading change for Jim Hennessy as a County Agent/Weed Officer to the amount of \$8,379.66 per month/\$100,556 per year and have department head resubmit with corrected salary and effective date of 1/1/2022. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to deny the salary increase for a banding/grading change for Laurie Johnson as a Correctional Administrator to the amount \$7,832.67 per month/\$93,992 per year and have department head resubmit with corrected salary and effective date of 1/1/2022. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Hollekim, to deny the salary increase for a banding/grading change for Nichole Degenstein as a Human Resource Director to the amount of \$7,030 per month/\$84,360 per year and have department head resubmit with corrected salary and effective date of 1/1/2022. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the regular full time employee classification for Rigoberto Vergara as a Correctional Officer I in the amount of \$3,712.50 per month/\$44,550 per year effective October 1, 2021. Upon roll call, Uran, Rice, Olson, Hollekim and Ruland voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Uran, to deny the salary increase for a banding/grading change for Scott Duerre as a Road Superintendent to the amount of \$7,160.83 per month/\$85,930 per year and have department head resubmit with corrected salary and effective date of 1/1/2022. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the salary increase for a promotion for Tamra Leupp as a Facilities Manager Assistant with the County Buildings Department to the amount of \$5,040.75 per month/\$60,489 per year effective September 1, 2021. Upon roll call, Rice, Ruland, Hollekim, Uran and Olson voted yes. Motion carried.

E. LIQUOR LICENSE

Moved by Comm. Uran, seconded by Comm. Rice, to table the request for an on-sale liquor license for Belden Chuckwagon. Upon roll call, all present voted yes. Motion carried.

F. TAX FORECLOSURE PROPERTIES

Stephanie A. Pappa, Auditor discussed the wording for the instructions for the tax foreclosure properties sale. More discussion will be held at the next Commissioner meeting.

G. HAZARDOUS MITIGATION PLAN

Discussion was held on any recommendations for the Hazardous Mitigation Plan survey.

H. BILLS

Moved by Comm. Olson, seconded by Comm. Uran, to approve the bills totaling \$1,544,758.65. Upon roll call, Hollekim, Uran, Olson, Rice, 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 9/21/2021 - PAYMENT 9/21/2021

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
102244	ACME TOOLS	318.97
	COUNTY ROAD & BRIDGE FUND	318.97
102245	AMAZON CAPITAL SERVICES	71.40
	GENERAL FUND	71.40
102246	ARAMARK UNIFORM SERVICES	166.38
	GENERAL FUND	166.38
102247	ARMOR INTERACTIVE	10,378.34
	GENERAL FUND	9,838.34
	DOCUMENT PRESERVATION FUND	540.00
102248	BATTERIES PLUS BULBS #639	1,905.76
	GENERAL FUND	1,905.76
102249	BBH INSURANCE, INC	826.00
	GENERAL FUND	826.00
102250	BLACK HILLS AMMUNITION	439.50
	GENERAL FUND	439.50

102251	BORDER PLAINS EQUIPMENT LLC. COUNTY PARKS FUND	276.00 276.00
102252	BORDER STATES ELECTRIC SUPPLY COUNTY ROAD & BRIDGE FUND	1,275.74 1,275.74
102253	BRAD'S HARDWARE HANK COUNTY PARKS FUND	28.95 28.95
102254	BROOKBANK TOWNSHIP COUNTY ROAD & BRIDGE FUND	9,000.00 9,000.00
102255	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	67.11 67.11
102256	CARD SERVICES GENERAL FUND	156.66 156.66
102257	CITY OF NEW TOWN COUNTY ROAD & BRIDGE FUND	52.00 52.00
102258	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	3,453.88 3,453.88
102259	CULLIGAN WATER CONDITIONING COUNTY PARKS FUND	148.50 148.50
102260	CUMMINS SALES AND SERVICE GENERAL FUND	1,306.00 1,306.00
102261	DAKOTA DRUG CO GENERAL FUND	1,255.91 1,255.91
102262	DAKOTA DUST-TEX, INC COUNTY ROAD & BRIDGE FUND	251.85 251.85
102263	DEANS DISTRIBUTING COUNTY ROAD & BRIDGE FUND	307.51 307.51
102264	DMC WEAR PARTS LLC COUNTY ROAD & BRIDGE FUND	682.80 682.80
102265	ELLVANGER PLUMBING COUNTY ROAD & BRIDGE FUND	1,582.00 1,582.00
102266	ENERBASE GENERAL FUND COUNTY ROAD & BRIDGE FUND	12,920.75 1,783.25 11,137.50
102267	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	75,647.56 75,647.56
102268	FARDEN CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND	41,360.65 41,360.65
102269	FARMERS UNION LUMBER CO COUNTY ROAD & BRIDGE FUND	111.00 111.00
102270	FRITEL CONSTRUCTION, INC. COUNTY ROAD & BRIDGE FUND	136,520.41 136,520.41
102271	GLOBAL SAFETY NETWORK, INC GENERAL FUND	49.00 49.00
102272	H.A.THOMPSON & SONS INC GENERAL FUND	3,725.00 3,725.00
102273	HDR ENGINEERING, INC	35,254.03

	COUNTY ROAD & BRIDGE FUND	35,254.03
102274	HOLLEKIM/JOAN GENERAL FUND	62.72 62.72
102275	HOME OF ECONOMY COUNTY ROAD & BRIDGE FUND	183.36 183.36
102276	INDIGO SIGNWORKS, INC GENERAL FUND	9,062.50 9,062.50
102277	INFORMATION TECHNOLOGY DEPT GENERAL FUND	7,232.10 7,232.10
102278	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	851.49 433.68 417.81
102279	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND WEED CONTROL FUND	3,128.49 2,069.28 451.81 577.45 29.95
102280	K SQUARED ELECTRIC INC GENERAL FUND	18,109.00 18,109.00
102281	KRONOS SAASHR INC GENERAL FUND	705.93 705.93
102282	LANGHANS FUNERAL HOMES INC GENERAL FUND	500.00 500.00
102283	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	427.99 427.99
102284	LOWE'S PRINTING INC COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	716.55 521.40 195.15
102285	MENARDS - MINOT COUNTY PARKS FUND	350.26 350.26
102286	MIDSTATE TELEPHONE CO GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND WEED CONTROL FUND	3,825.22 3,527.10 183.33 82.09 32.70
102287	MOTOROLA SOLUTIONS INC AMERICAN RESCUE PLAN FUND	725,939.65 725,939.65
102288	MOUNTRAIL CO ROAD DEPART 152-93 UNORGANIZED TOWNSHIP 153-93 UNORGANIZED TOWNSHIP	3,062.50 1,437.50 1,625.00
102289	NATIONAL INSTITUTE FOR JAIL OPERATIONS GENERAL FUND	125.00 125.00
102290	ND ASSOCIATION OF COUNTIES E 911 EMERGENCY/WIRELESS FUND	1,483.73 1,483.73
102291	ND ASSOCIATION OF COUNTIES GENERAL FUND	413.00 413.00
102292	ND DEPT. OF ENVIRONMENTAL QUALITY COUNTY PARKS FUND	52.96 52.96

102293	ND ENVELOPE COMPANY	848.13
	GENERAL FUND	681.13
	COUNTY ROAD & BRIDGE FUND	167.00
102294	ND TRUST LANDS	1,094.64
	GENERAL FUND	1,094.64
102295	NELSON INTERNATIONAL	144.06
	COUNTY ROAD & BRIDGE FUND	144.06
102296	NORTH AMERICAN TRAILER SALES, LTD	1,770.09
	COUNTY ROAD & BRIDGE FUND	1,770.09
102297	NORTH COUNTRY SPORTSWEAR INC	1,095.00
	COUNTY ROAD & BRIDGE FUND	1,095.00
102298	NORTHWEST COMMUNICATIONS COOP	129.00
	E 911 EMERGENCY/WIRELESS FUND	129.00
102299	OFFICE DEPOT INC	609.13
	GENERAL FUND	202.37
	COUNTY ROAD & BRIDGE FUND	406.76
102300	OFFICE OF THE STATE AUDITOR	14,000.00
	GENERAL FUND	14,000.00
102301	ORTLOFF WATER DEPOT	708.00
	COUNTY ROAD & BRIDGE FUND	708.00
102302	OTTER TAIL POWER COMPANY	980.37
	COUNTY ROAD & BRIDGE FUND	980.37
102303	PEARL VALLEY OILFIELD SERVICE & RENTALS	65.00
	COUNTY ROAD & BRIDGE FUND	65.00
102304	PINNACLE	307.50
	COUNTY ROAD & BRIDGE FUND	307.50
102305	PLAZA OK HARDWARE	142.95
	COUNTY ROAD & BRIDGE FUND	142.95
102306	PRAIRIE FORD, INC.	540.00
	COUNTY ROAD & BRIDGE FUND	540.00
102307	PRINGLE & HERIGSTAD, PC	169.00
	GENERAL FUND	169.00
102308	PRODUCTIVITY PLUS ACCOUNT	357.75
	COUNTY ROAD & BRIDGE FUND	357.75
102309	PROGRAMMING BROADCASTING, INC	760.00
	GENERAL FUND	760.00
102310	QUADIENT FINANCE USA INC	621.88
	GENERAL FUND	621.88
102311	R & T WATER DISTRICT	78.84
	COUNTY PARKS FUND	78.84
102312	RDO EQUIPMENT CO	9,408.62
	COUNTY ROAD & BRIDGE FUND	9,408.62
102313	RECORD KEEPERS, LLC	42.00
	GENERAL FUND	42.00
102314	RESERVATION TELEPHONE	2,395.93
	GENERAL FUND	1,803.66
	COUNTY ROAD & BRIDGE FUND	225.37

	COUNTY PARKS FUND	366.90
102315	SAFARI FUELS #103 GENERAL FUND	284.08 284.08
102316	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	264,125.06 264,125.06
102317	SAVAGE WATER SOLUTIONS COUNTY ROAD & BRIDGE FUND	3,532.11 3,532.11
102318	SCHOCK'S SAFE & LOCK INC COUNTY ROAD & BRIDGE FUND	2,978.90 2,978.90
102319	SIKES TOWNSHIP COUNTY ROAD & BRIDGE FUND	9,000.00 9,000.00
102320	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	168.00 168.00
102321	SRF CONSULTING GROUP, INC GENERAL FUND	6,039.90 6,039.90
102322	STANLEY AMERICAN LEGION COLOR GUARD GENERAL FUND	65.00 65.00
102323	STANLEY AUTO & TRUCK GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	913.76 18.99 884.08 10.69
102324	STANLEY HARDWARE GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,308.15 451.91 856.24
102325	STANLEY PROFESSIONAL BUILDING VETERAN'S SERVICE OFFICER FUND	650.00 650.00
102326	STAPLES, INC. AND SUBSIDIARIES GENERAL FUND COUNTY ROAD & BRIDGE FUND	56.86 9.90 46.96
102327	STATE TREASURER E 911 EMERGENCY/WIRELESS FUND	5,206.00 5,206.00
102328	STEINS INC GENERAL FUND	83.96 83.96
102329	STREICHER'S GENERAL FUND	119.97 119.97
102330	SUMMIT FOOD SERVICE, LLC GENERAL FUND	8,136.90 8,136.90
102331	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	171.99 171.99
102332	TIOGA CITY COUNTY ROAD & BRIDGE FUND	1,092.00 1,092.00
102333	TRACTOR SUPPLY COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	785.65 65.96 678.70 40.99
102334	TRUENORTH STEEL COUNTY ROAD & BRIDGE FUND	47,362.77 47,362.77

102335	ULINE	1,536.11
	GENERAL FUND	799.33
	COUNTY ROAD & BRIDGE FUND	736.78
102336	UNITED QUALITY COOPERATIVE	35,369.06
	GENERAL FUND	2,097.11
	COUNTY ROAD & BRIDGE FUND	32,664.48
	COUNTY PARKS FUND	607.47
102337	VERIZON CONNECT NWF, INC.	760.93
	COUNTY ROAD & BRIDGE FUND	760.93
102338	VERIZON WIRELESS	1,633.18
	GENERAL FUND	196.28
	COUNTY ROAD & BRIDGE FUND	387.74
	E 911 EMERGENCY/WIRELESS FUND	1,017.37
	WEED CONTROL FUND	31.79
102339	WALK-N-ROLL	77.69
	COUNTY ROAD & BRIDGE FUND	77.69
102340	WESTLIE TRUCK CENTER	1,148.66
	COUNTY ROAD & BRIDGE FUND	1,148.66
102341	3D SPECIALTIES INC	111.96
	E 911 EMERGENCY/WIRELESS FUND	111.96
	FINAL TOTAL	\$ 1,544,758.65

I. BOARD CONCERNS

WDEA Conference will be held on October 13th & 14th. Comm. Hollekim suggested a Dale Carnegie leadership training for department heads.

3. APPOINTMENT SCHEDULED

8:30 A.M.

The Upper Missouri District Health Unit Budget hearing telephone conference for the 2022 budget was held in conjunction with Divide County, McKenzie County and Williams County Commissioners.

The 2022 Upper Missouri District Health Unit Budget was approved by the respective boards.

9:10 A.M.

Chairman Ruland opened the 9:10 a.m. public hearing for the purpose of receiving comments on a zoning request filed by Schenk LLC with concurrence from Bartelson Investments LLLP, landowner for an amendment to change land zoned Agricultural to Industrial for the sole purpose of using ground water source for industrial use on a tract of land 160 acres, more or less, in the SW¼ of Section 4, Township 152 North, Range 90 West (**Parshall Township**). Melissa Vachal, Planning & Zoning Administrator presented the information from the August 23, 2021 Planning & Zoning Commission recommending to the Mountrail County Commissioners to approve the zoning request filed by Schenk LLC with concurrence from Bartelson Investments LLP, landowner.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the zoning request filed by Schenk LLC with concurrence from Bartelson Investments LLLP, landowner for an amendment to change land zoned Agricultural to Industrial for the sole purpose of using ground water source for industrial use and subject to the terms of the Conditional Use Permit on a tract of land 160 acres more or less, in the SW¼ of Section 4, Township 152 North, Range 90 West (**Parshall Township**) as Schenk LLC with concurrence from Bartelson Investments LLLP, landowner, has met all criteria as set forth in Article IV, Section III of the Mountrail County Zoning Ordinance and is further contingent upon Schenk LLC with concurrence from Bartelson Investments LLLP, landowner, complying with all other terms and conditions of the Mountrail County Zoning Ordinance. Upon roll call, all present voted yes. Motion carried.

9:13 A.M.

Chairman Ruland opened the 9:13 a.m. public hearing for the purpose of receiving comments on a zoning request filed by OE2 North LLC with concurrence from Mercedes Carkuff, landowner, for an amendment to change land zoned Agricultural to Industrial for the purpose of installing a compressor

station on a tract of land 8.735 acres, more or less, to be known as Outlot 2 of the NE¼NE¼NW¼ of Section 12, Township 154 North, Range 92 West (**Brookbank Township**). Melissa Vachal, Planning & Zoning Administrator presented the information from the August 23, 2021 Planning & Zoning Commission recommending to the Mountrail County Commissioners to approve the zoning request filed by OE2 North LLC with concurrence from Mercedes Carkuff, landowner. Trent Taylor was present for the hearing.

Moved by Comm. Rice, seconded by Comm. Olson, to approve the zoning request filed by OE2 North LLC with concurrence from Mercedes Carkuff, landowner, for an amendment to change land zoned Agricultural to Industrial for the purpose of installing of a compressor station on a tract of land 8.735 acres, more or less, to be known as Outlot 2 of the NE¼NE¼NW¼ of Section 12, Township 154 North, Range 92 West (**Brookbank Township**) as OE2 North LLC with concurrence from Mercedes Carkuff, landowner, has met all criteria as set forth in Article IV, Section III of the Mountrail County Zoning Ordinance and is further contingent upon OE2 North LLC with concurrence from Mercedes Carkuff, landowner, complying with all other terms and conditions of the Mountrail County Zoning Ordinance. Upon roll call, all present voted yes. Motion carried.

9:15 A.M.

Jessica Niemitalo, Treasurer met with the board to discuss a certificate of deposit (CD) renewal.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the County Road & Bridge \$5,000,000 CD renewal at American Bank Center for 12 months. Upon roll call, Ruland, Rice, Olson, Uran and Hollekim voted yes. Motion carried.

9:20 A.M.

Chairman Ruland opened the 9:20 a.m. public hearing to receive comments on the section line closure request filed by JD Moore to close approximately 1 mile, more or less, of section line between Section 23 & 24 in Township 156 North, Range 89 West (**McGahan Township**).

JD Moore stated the reason for the closure is to be able to build a house on the section line. Melissa Vachal, Planning & Zoning Administrator stated the reason for the closing is due to the terrain and needing the house built close to the section line. The Commissioners discussed the terrain, the previous building on the section line and body of water on the south end of the section line. The land is owned by Moores' on both sides of the section line.

Moved by Comm. Olson, seconded by Comm. Rice, to partially approve the request to close the section line located between Section 23 & 24 in Township 156 North, Range 89 West (McGahan Township) as follows: the one-fourth (¼) mile of section line between the NE¼SE¼ of Section 23 and the NW¼SW¼ of Section 24 as the natural terrain prohibits building elsewhere at this location, there is no-through section line due to a body of water to the south, owners are the same on both sides of the section line, and there is a paved county road adjacent the section line for public access. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim all present voted yes. Motion carried.

9:30 A.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the NDACO resolutions, the Resolution on Background Checks and Policy #520 Credit Card Use for the Employee Handbook. Human Resource Director Degenstein presented the recommendations of the Human Resource Advisory Committee (HRAC).

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve observing Christmas Eve and close at noon on Friday, December 23, 2022. Upon roll call, Uran, Ruland, Rice, Hollekim and Olson voted yes. Motion carried.

Discussion was held on a Christmas Party for the 2021 year. The Board discussed utilizing the Plaza Shop and have an open house mid-afternoon and an employee appreciation supper tentatively scheduled for November 5th.

Moved by Comm. Rice, seconded by Comm. Olson, to approve the Resolution Approving Background Checks to conduct full criminal background checks for all persons who have been conditionally offered employment with the County. Upon roll call, Hollekim, Uran, Rice, Ruland, and Olson voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve eliminating step 0 on the salary chart as the step is a duplication of step 1 and serves no purpose. Upon roll call, Rice, Ruland, Olson, Hollekim and Uran voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve adding the band/grade of a B22.5 to the salary schedule for the 2022 budget year to address the compensation trends to remain competitive with salaries and to address positions in the B22 band/grade that have been stagnant since 2019. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve changing the band/grade for the Road Worker I position from B22 to a B22.5 for the 2022 budget year. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Uran, to approve increasing the following dispatchers to step 6 on the salary chart for the 2022 budget year to address stagnant salaries and as per recommendation of County Sheriff, Corey Bristol: Chelsea Bingen, Shawnda Blue, Janelle Miller and Jeanette Ranum. Upon roll call, all present voted yes. Motion carried. The Human Resource Advisory Committee recommended bonuses but after discussion with Sheriff Bristol, the Commissioners felt it was more logical to adjust steps on the salary chart for the affected employees.

Moved by Comm. Rice, seconded by Comm. Uran, to approve changing the band/grade from a B22 to a B21 for the position of the Road & Bridge Administrative Assistant as per the recommendation of the Human Resource Advisory Committee effective immediately. Upon roll call, all present voted yes. Motion carried.

Discussion was held on the positions of D61 Engineer Technican and C43 Road & Bridge Technician. The difference between the two positions as far as the education requirement is D61 would require a Bachelor of Engineering degree and the C43 is an underfill and would not require this degree.

Moved by Comm. Uran, seconded by Comm. Rice, to approve adding a new band/grade at a C43 for the positon of Road & Bridge Technician as per the recommendation of the Human Resource Advisory Committee effective immediately. Upon roll call, all present voted yes. Motion carried.

Moved by Comm Hollekim, seconded by Comm. Olson, to approve adding Policy 520 Credit Card Use to the Mountrail County Employee Handbook as recommended by the Human Resource Advisory Committe and Director Degenstein. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve changing the band/grade from a D63 to a D64 for the position of Auditor as per the recommendation of the Human Resource Advisory Committee due to the added extra duties for the 2022 budget year. Upon roll call, all present voted yes. Motion carried

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve increasing the beginning base salary (Step 1 of the Salary Schedule) for the F band from \$115,000 to \$120,000 as per the recommendation of Human Resource Advisory Committee for the 2022 budget year to bring the State's Attorney salary more in line with what other counties in the State are paying. Upon roll call, all present voted yes. Motion carried.

Corey Bristol, Sheriff, requested half of the salary increase for his position for the 2022 budget year. Sheriff Bristol was instructed to make this notation in the 2022 Sheriff's Budget and an adjustment will be made to the Sheriff's salary to reflect his request.

10:40 A.M.

Discussion was held on the 2022 Preliminary Budget Hearing for the County. Also present were Melissa Vachal, Lori Hanson, Jana Hennessy, Corey Bristol, Laurie Johnson, Renee Grinolds, Tiffany Thiessen, and Corey Bristol.

Moved by Comm. Olson, seconded by Comm. Rice, to open the 2022 Preliminary Budget Hearing. Upon roll call, all present voted yes. Motion carried.

The Board reviewed the preliminary budget for the county budgets for 2022. No further comments were received.

Moved by Comm. Hollekim, seconded by Comm. Uran, to close the 2022 Preliminary Budget Hearing for the County. Upon roll call, all present voted yes. Motion carried.

11:00 A.M.

Jana Hennessy, Engineer met to discuss Road & Bridge. Also present was Matthew Johnson, Western ND Transportation Liaison with UGPTI/NDLTAP.

1. CR 9 PHASE II

Engineer Hennessy reviewed the relocation costs for utilities for CR 9 Phase II Project #09(100)19 for MWEC, RTC and R&T. Chris Meiers with MWEC updated the board on the potential relocation cost if needed.

2. 96TH AVE NW

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the balancing change order for 96th Ave NW Project #UO(96)19 for a decrease of \$113,062.33 to the contract with Farden Construction. Upon roll call, Hollekim, Ruland, Rice, Uran, and Olson voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the Final Pay Application #9 from Farden Construction Inc. for 96th Ave NW, Project #UO(96)19 totaling \$41,360.65. Upon roll call, Olson, Rice, Ruland, Hollekim and Uran voted yes. Motion carried.

3. CR21 SANISH HILL

Engineer Hennessy discussed the request from Sauber Engineering to increase the preliminary and construction engineering amount on Sanish Hill Highway Safety Improvement (HFST) Project.

Moved by Comm. Olson, seconded by Comm. Uran, to approve and sign the Amendment No. 1 for an increase of \$15,500 to the Agreement between Owner and Engineer for the Sanish Hill 2019 Highway Safety Improvement Project with total engineering not to exceed \$25,000. Upon roll call, Hollekim, Rice, Ruland, Olson and Uran voted yes. Motion carried.

4. CR3 PALERMO NORTH CULVERT PROJECT

Engineer Hennessy discussed the cost estimate from D&L Construction for the pumping of water resulting from a plugged culvert on 74th Ave NW, CR 3. Comm. Ruland suggested reaching out to the Mountrail Water District Board to inform them on what is happening before proceeding with any work. Engineer Hennessy stated after receiving the quote that the R&B department has time to pump the water along the west side of CR 3, 74th Ave NW to the east side of this road.

5. HAY BALES POLICY DISCUSSION

Engineer Hennessy addressed hay bales storage alongside roadways making mowing difficult. The County Hay Removal Policy states temporary storage of hay bales must be at least 50' from the outside edge of the driving lane. Engineer Hennessy suggested a review of the County Hay Removal Policy in 2022.

6. TRACTOR RENTAL AGREEMENT

Moved by Comm. Rice, seconded by Comm. Uran, to approve signing the tractor rental agreement with RDO Equipment. Upon roll call, Ruland, Rice, Uran, Olson and Hollekim voted yes. Motion carried.

7. TRAINING FOR MOTORGRADER

Matthew Johnson, Western ND Transportation Liaison with UGPTI/NDLTAP, thanked Randy Watson & Russell Klimpel, Mountrail County motorgrader operators, for helping with a training in McKenzie County. Mr. Johnson also thanked the County and County Engineer Hennessy for allowing them to participate.

12:30 P.M.

Discussion was held on the COVID-19 requirements and changes.

4. ADJOURN

The Board adjourned at 1:00 P.M. to meet in special session on Wednesday, September 22, 2021 at 10:00 A.M. Accepted and approved this 7th day of October, 2021.

Trudy Ruland, Chairman

Stephanie A. Pappa

Mountrail County Commissioner

Mountrail County Auditor