

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, August 6, 2019 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Justice Center, Stanley, ND with Commissioners Trudy Ruland, Daniel Uran, Joan Hollekim, Garry Jacobson, and Wayne Olson present. Also present was States Attorney Wade Enget.

Chairman Ruland called the meeting to order.

2. BUSINESS

A. AGENDA

Moved by Comm. Uran, seconded by Comm. Jacobson, to review and approve the agenda as is. 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 July 16, 2019 meeting. Upon roll call, all present voted yes. Motion carried.

C. BILLS

Moved by Comm. Jacobson, seconded by Comm. Uran, to approve the bills totaling \$1,434,724.55 subject to ServPro signing a statement that all subcontractors have been paid and June payroll, checks #10762-10779, direct deposit #10749-10907 totaling \$1,035,433.49. Upon roll call, Ruland, Olson, Jacobson, Uran, and Hollekim 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.)

APPROVED 08/06/2019 - PAYMENT 08/06/2019

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
96897	AAA COLLECTIONS, INC. SOCIAL WELFARE FUND	39.49 39.49
96898	ACME TOOLS COUNTY PARKS FUND	89.02 89.02
96899	ADVANCED BUSINESS METHODS COUNTY ROAD & BRIDGE FUND	422.11 422.11
96900	ALGER TOWNSHIP COUNTY ROAD & BRIDGE FUND	10,555.85 10,555.85
96901	AMERICAN BANK CENTER SOCIAL WELFARE FUND	1,974.63 1,974.63
96902	ANDEAVOR FIELD SERVICES, LLC COUNTY ROAD & BRIDGE FUND	14,000.00 14,000.00
96903	ARMOR INTERACTIVE DOCUMENT PRESERVATION FUND	540.00 540.00
96904	BAKKEN COMMERCIAL TRUCK WASH GENERAL FUND	50.00 50.00
96905	BICKER TOWNSHIP COUNTY ROAD & BRIDGE FUND	5,801.75 5,801.75
96906	BIG BEND TOWNSHIP COUNTY ROAD & BRIDGE FUND	17,158.60 17,158.60
96907	BINGEN/KRISTOFFER GENERAL FUND	35.00 35.00

96908	BLUE CROSS BLUE SHIELD GENERAL FUND	285.20 285.20
96909	BRAD'S HARDWARE HANK COUNTY PARKS FUND	268.89 268.89
96910	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	225.13 225.13
96911	CARSTENSEN CONTRACTING, INC. COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	21,270.00 20,000.00 1,270.00
96912	CDW GOVERNMENT GENERAL FUND SOCIAL WELFARE FUND	962.19 161.28 800.91
96913	CHARM-TEX, INC. GENERAL FUND	450.58 450.58
96914	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	6,050.70 370.00 149.50 5,531.20
96915	CITY OF STANLEY GENERAL FUND WEED CONTROL FUND	2,159.99 2,003.55 156.44
96916	COLUMBUS/CHELSEY GENERAL FUND	1,780.35 1,780.35
96917	COMFORT SUITES SOCIAL WELFARE FUND	169.20 169.20
96918	COTTONWOOD TOWNSHIP COUNTY ROAD & BRIDGE FUND	284.89 284.89
96919	CPS TECHNOLOGY SOLUTIONS GENERAL FUND	1,864.00 1,864.00
96920	CROWFOOT TOWNSHIP COUNTY ROAD & BRIDGE FUND	151.13 151.13
96921	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	44,288.07 43,409.98 878.09
96922	DAKOTA DRUG CO SOCIAL WELFARE FUND	37.52 37.52
96923	DAKOTALAND AUTOGLASS, INC COUNTY ROAD & BRIDGE FUND	645.52 645.52
96924	DAVIES/KAREN GENERAL FUND	102.11 102.11
96925	DEBING TOWNSHIP COUNTY ROAD & BRIDGE FUND	44,779.13 44,779.13
96926	DMC WEAR PARTS LLC COUNTY ROAD & BRIDGE FUND	3,666.87 3,666.87
96927	EGAN TOWNSHIP COUNTY ROAD & BRIDGE FUND	20.69 20.69
96928	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	120,903.97 120,903.97

96929	FARGO GLASS & PAINT CO GENERAL FUND	1,856.00 1,856.00
96930	FARMERS UNION LUMBER CO GENERAL FUND COUNTY ROAD & BRIDGE FUND	55.25 42.10 13.15
96931	FEDERAL SIGNAL CORPORATION GENERAL FUND	107,607.00 107,607.00
96932	FERTILE TOWNSHIP COUNTY ROAD & BRIDGE FUND	23,896.23 23,896.23
96933	FIRST DISTRICT HEALTH UNIT COUNTY PARKS FUND	125.00 125.00
96934	FRITEL CONSTRUCTION, INC. COUNTY ROAD & BRIDGE FUND 153-93 UNORGANIZED TOWNSHIP 154-94 UNORGANIZED TOWNSHIP 155-94 UNORGANIZED TOWNSHIP	125,838.35 7,000.00 23,344.03 58,690.35 36,803.97
96935	FRITEL/LARRY COUNTY PARKS FUND	146.08 146.08
96936	GAFFANEYS OF MINOT INC GENERAL FUND	17.95 17.95
96937	GCR TIRES & SERVICE COUNTY ROAD & BRIDGE FUND	8,195.58 8,195.58
96938	GEMPLER'S COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	412.94 115.97 296.97
96939	GILBERTSON/HEATHER SOCIAL WELFARE FUND	86.00 86.00
96940	GRILLEY/CANDICE SOCIAL WELFARE FUND	129.50 129.50
96941	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	146,347.83 146,347.83
96942	HENNESSY/JIM GENERAL FUND	40.01 40.01
96943	HOLIDAY CREDIT OFFICE GENERAL FUND	2,558.97 2,558.97
96944	HOWIE TOWNSHIP COUNTY ROAD & BRIDGE FUND	32,401.02 32,401.02
96945	I.A.O. TRAINING GENERAL FUND	750.00 750.00
96946	IDAHO TOWNSHIP COUNTY ROAD & BRIDGE FUND	5,111.65 5,111.65
96947	INFORMATION TECHNOLOGY DEPT SOCIAL WELFARE FUND	130.10 130.10
96948	INTERSTATE ENGINEERING COUNTY ROAD & BRIDGE FUND	4,171.50 4,171.50
96949	JAMES HILL TOWNSHIP COUNTY ROAD & BRIDGE FUND	10,520.37 10,520.37
96950	JERRY'S SEPTIC SERVICE COUNTY PARKS FUND	12,950.00 12,950.00

96951	JOB SERVICE OF NORTH DAKOTA GENERAL FUND	2,576.71 2,576.71
96952	JOHN'S SAND & GRAVEL COUNTY ROAD & BRIDGE FUND	54,863.72 54,863.72
96953	JPMORGAN CHASE BANK NA GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	627.73 239.98 157.71 230.04
96954	JUMA/SAMMY COUNTY PARKS FUND	200.00 200.00
96955	KNIFE RIVER TOWNSHIP COUNTY ROAD & BRIDGE FUND	22,067.27 22,067.27
96956	KRONOS SAASHR INC GENERAL FUND	585.35 585.35
96957	LEGAL SERVICES OF NORTH DAKOTA GENERAL FUND	36,447.68 36,447.68
96958	LIBERTY TOWNSHIP COUNTY ROAD & BRIDGE FUND	39,070.52 39,070.52
96959	LIGHT HOUSE TRADES, INC. GENERAL FUND WEED CONTROL FUND	2,687.96 2,600.00 87.96
96960	LOCKREM/DAWN SOCIAL WELFARE FUND	107.34 107.34
96961	LOMMEN/ORVIN SOCIAL WELFARE FUND	1,485.00 1,485.00
96962	LONIER/RACHEL SOCIAL WELFARE FUND	186.71 186.71
96963	LOSTWOOD TOWNSHIP COUNTY ROAD & BRIDGE FUND	400.48 400.48
96964	LOWE'S PRINTING INC COUNTY PARKS FUND	465.25 465.25
96965	LOWLAND TOWNSHIP COUNTY ROAD & BRIDGE FUND	46.46 46.46
96966	MANITOU TOWNSHIP COUNTY ROAD & BRIDGE FUND	31,555.82 31,555.82
96967	MARMON/W. DEAN GENERAL FUND	5.00 5.00
96968	MCGAHAN TOWNSHIP COUNTY ROAD & BRIDGE FUND	73.32 73.32
96969	MEIERS OIL INC GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	18,587.22 1,210.88 12,688.02 4,688.32
96970	MENARDS - MINOT COUNTY PARKS FUND	65.40 65.40
96971	MIDSTATE TELEPHONE CO GENERAL FUND COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND	3,564.15 3,143.36 146.95 160.22

	COUNTY AGENT FUND	52.87
	WEED CONTROL FUND	60.75
96972	MINOT RESTAURANT SUPPLY CO GENERAL FUND	102.40 102.40
96973	MODEL TOWNSHIP COUNTY ROAD & BRIDGE FUND	45.10 45.10
96974	MONTANA DAKOTA UTILITIES CO GENERAL FUND COUNTY ROAD & BRIDGE FUND	9,767.42 8,224.57 1,542.85
96975	MOUNTRAIL CO ROAD DEPART 152-93 UNORGANIZED TOWNSHIP 153-93 UNORGANIZED TOWNSHIP 154-94 UNORGANIZED TOWNSHIP 155-94 UNORGANIZED TOWNSHIP	107,641.67 6,342.00 12,381.85 51,911.16 37,006.66
96976	MOUNTRAIL COUNTY PROMOTER GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND WEED CONTROL FUND	8,787.13 7,366.60 750.60 570.43 99.50
96977	MOUNTRAIL TOWING AND RECOVERY,LLC. GENERAL FUND	200.00 200.00
96978	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	11,099.68 54.26 149.10 10,896.32
96979	MRC GLOBAL (US) INC. COUNTY ROAD & BRIDGE FUND	1,024.54 1,024.54
96980	MYRTLE TOWNSHIP COUNTY ROAD & BRIDGE FUND	10,520.01 10,520.01
96981	NARDINI FIRE EQUIPMENT GENERAL FUND	404.00 404.00
96982	ND ASSOCIATION OF COUNTIES GENERAL FUND	70.00 70.00
96983	ND DEPT OF HEALTH-MICROBIOLOGY GENERAL FUND	20.00 20.00
96984	ND SUPREME COURT GENERAL FUND	25.00 25.00
96985	ND TRUCK WASH GENERAL FUND	50.00 50.00
96986	NELSON INTERNATIONAL COUNTY ROAD & BRIDGE FUND	150.00 150.00
96987	NEOPOST USA INC GENERAL FUND	699.24 699.24
96988	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	9,208.78 9,208.78
96989	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	251.53 251.53
96990	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND	161.92 161.92
96991	NORTH DAKOTA TELEPHONE CO	135.00

	SOCIAL WELFARE FUND	135.00
96992	NORTHERN TESTING SOCIAL WELFARE FUND	603.60 603.60
96993	NORTHWEST COLLISION AND CUSTOM, INC SOCIAL WELFARE FUND	50.00 50.00
96994	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
96995	NORTHWEST TIRE INC COUNTY ROAD & BRIDGE FUND	942.80 942.80
96996	O-DAY EQUIPMENT LLC COUNTY ROAD & BRIDGE FUND	356.00 356.00
96997	OAKLAND TOWNSHIP COUNTY ROAD & BRIDGE FUND	328.31 328.31
96998	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND COUNTY AGENT FUND	2,752.39 2,482.90 86.78 112.90 69.81
96999	ORTLOFF WATER DEPOT COUNTY ROAD & BRIDGE FUND	363.00 363.00
97000	OSBORN TOWNSHIP COUNTY ROAD & BRIDGE FUND	34,406.74 34,406.74
97001	OSLOE TOWNSHIP COUNTY ROAD & BRIDGE FUND	43.87 43.87
97002	OSTDAHL/JOANN SOCIAL WELFARE FUND	66.18 66.18
97003	OTTER TAIL POWER COMPANY COUNTY ROAD & BRIDGE FUND	69.56 69.56
97004	PALERMO TOWNSHIP COUNTY ROAD & BRIDGE FUND	5,003.72 5,003.72
97005	PARSHALL TOWNSHIP COUNTY ROAD & BRIDGE FUND	4,872.10 4,872.10
97006	PINNACLE SOCIAL WELFARE FUND	951.22 951.22
97007	PLAZA TOWNSHIP COUNTY ROAD & BRIDGE FUND	274.88 274.88
97008	PORTH/THOMAS GENERAL FUND	2,421.18 2,421.18
97009	POWERS LAKE TOWNSHIP COUNTY ROAD & BRIDGE FUND	501.02 501.02
97010	PRAIRIE FORD, INC. GENERAL FUND SOCIAL WELFARE FUND	151.94 56.66 95.28
97011	PURCELL TOWNSHIP COUNTY ROAD & BRIDGE FUND	10,894.95 10,894.95
97012	RAT LAKE TOWNSHIP COUNTY ROAD & BRIDGE FUND	62,543.10 62,543.10
97013	RDO EQUIPMENT CO	3,709.96

	COUNTY ROAD & BRIDGE FUND	3,709.96
97014	REDMOND TOWNSHIP COUNTY ROAD & BRIDGE FUND	60.13 60.13
97015	RESERVATION TELEPHONE GENERAL FUND SOCIAL WELFARE FUND	603.90 204.05 399.85
97016	ROSS TOWNSHIP COUNTY ROAD & BRIDGE FUND	27,780.72 27,780.72
97017	SCHOCK'S SAFE & LOCK INC GENERAL FUND COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND	1,125.95 476.00 227.00 422.95
97018	SELECT ENERGY SERVICES COUNTY ROAD & BRIDGE FUND	5,000.00 5,000.00
97019	SERVPRO OF MINOT GENERAL FUND	59,348.52 59,348.52
97020	SHELL CREEK SLIP & RENTALS INC COUNTY PARKS FUND	1,890.00 1,890.00
97021	SHELL TOWNSHIP COUNTY ROAD & BRIDGE FUND	1,090.33 1,090.33
97022	SIDONIA TOWNSHIP COUNTY ROAD & BRIDGE FUND	1,024.87 1,024.87
97023	SIKES TOWNSHIP COUNTY ROAD & BRIDGE FUND	9,493.49 9,493.49
97024	SKAAR/TERA GENERAL FUND	125.00 125.00
97025	SORKNESS TOWNSHIP COUNTY ROAD & BRIDGE FUND	1,083.36 1,083.36
97026	SPRINGANS FURNITURE GENERAL FUND SOCIAL WELFARE FUND	274.00 95.00 179.00
97027	STAPLES, INC. AND SUBSIDIARIES GENERAL FUND COUNTY ROAD & BRIDGE FUND	65.39 0.99 64.40
97028	STAVE TOWNSHIP COUNTY ROAD & BRIDGE FUND	46.31 46.31
97029	STEIN/ETHAN GENERAL FUND	150.00 150.00
97030	STEINS INC GENERAL FUND COUNTY PARKS FUND	1,099.30 725.62 373.68
97031	STREICHER'S GENERAL FUND	286.92 286.92
97032	SUMMIT FOOD SERVICE, LLC GENERAL FUND	6,812.57 6,812.57
97033	SVEEN/SHADOE SOCIAL WELFARE FUND	35.00 35.00
97034	THE COUNTRY STORE GENERAL FUND	186.54 186.54

97035	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	144.34 144.34
97036	TITAN MACHINERY COUNTY ROAD & BRIDGE FUND	301.96 301.96
97037	TRINSPIN, INC. SOCIAL WELFARE FUND	2,840.12 2,840.12
97038	UNITED QUALITY COOPERATIVE GENERAL FUND	1,000.00 1,000.00
97039	URAN/DAN GENERAL FUND	171.68 171.68
97040	VACHAL/LYNETTE COUNTY AGENT FUND	286.52 286.52
97041	VAN HOOK TOWNSHIP COUNTY ROAD & BRIDGE FUND	13,334.13 13,334.13
97042	VERIZON WIRELESS GENERAL FUND COUNTY ROAD & BRIDGE FUND E 911 EMERGENCY/WIRELESS FUND WEED CONTROL FUND	1,530.08 198.82 371.28 927.99 31.99
97043	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
97044	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	824.00 824.00
97045	WHITE EARTH TOWNSHIP COUNTY ROAD & BRIDGE FUND	1,359.63 1,359.63
97046	424-PRAXAIR DISTRIBUTING INC COUNTY ROAD & BRIDGE FUND	301.85 301.85
	FINAL TOTAL	\$1,434,724.55

D. FEES

Moved by Comm. Uran, seconded by Comm. Olson, to approve the June 2019 fees for the Recorder’s Office and May 2019 fees for the Clerk of Courts Office and the overweight fines through July 2019 as submitted by the County Treasurer. Upon roll call, Olson, Jacobson, Ruland, Hollekim, and Uran voted yes. Motion carried.

E. TRANSFER

Moved by Comm. Hollekim, seconded by Comm. Jacobson, to approve the transfer for Oil & Gas allocations totaling \$1,533,707.11 for current allocations from the General Fund to the County Road & Bridge Fund (60% of Oil & Gas Funds). Upon roll call, Jacobson, Uran, Ruland, Olson and Hollekim voted yes. Motion carried.

F. GAMING SITE AUTHORIZATION

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve the gaming site authorization for Opportunity Foundation Inc. at Sneak Creek Saloon from July 17, 2019 to June 30, 2020. Upon roll call, all present voted yes. Motion carried.

G. TRANSFER OF LICENSE

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve the transfer of beer and liquor license for Sneak Creek Saloon to the Blaisdell Rodeo Ground on August 18, 2019. Upon roll call, all present voted yes. Motion carried.

H. CENSUS

Discussion was held on the advertising for the Complete Count Committee, Auditor Pappa stated no response was received. Comm. Hollekim will volunteer to sit on the committee and made a recommendation to have the Council for all cities recommend a representative to sit on the committee.

I. SOFTWARE

Stephanie A. Pappa, Auditor discussed the purchase of the Captiva Accounts Payable Software. Auditor Pappa stated the IT Steering Committee along with Department Heads were in favor of purchasing the software.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve purchasing the Captiva Accounts Payable Software in the amount of \$44,428. Upon roll call, Olson, Ruland, Uran, Hollekim and Jacobson voted yes. Motion carried.

J. LETTER

Comm. Ruland discussed a letter of support regarding a grant for a drone flying over gravel roads to collect supporting data together with the weather stations.

Moved by Comm. Uran, seconded by Comm. Olson, to approve signing the letter of support for the grant Isight RPV Services. Upon roll call, all present voted yes. Motion carried.

K. 2020 BUDGET

Discussion was held on the 2020 budgets. Auditor Pappa discussed the vacant duplexes that the county owns in Stanley.

Moved by Comm. Olson, seconded by Comm. Uran, to hire a realtor to sell the duplexes in Stanley in accordance to NDCC Section 11-27-03.1. Upon roll call, Hollekim, Uran, Ruland, Olson and Jacobson voted yes. Motion carried.

Comm. Hollekim would prefer both the General Fund and County Road & Bridge Fund remain at a 75% cash reserve. The Board expressed no objections.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the Preliminary Budget for 2020 in the amount totaling \$115,680,638. Upon roll call, Uran, Hollekim, Olson, Ruland and Jacobson voted yes. Motion carried.

3. APPOINTMENT SCHEDULED

9:30 A.M.

Laurie Johnson, Correctional Administrator met with the board to discuss the upcoming conferences and update on grants provided by Upper Missouri District Health Unit for dispensing medication.

Moved by Comm. Olson, seconded by Comm. Uran, to approve allowing the Correctional Administrator to make a decision on who to attend the conferences for out of state travel for the Zuercher Convention in Sioux Falls, SD, MN Nurses Correctional Health Division Conference in Alexandria MN and Turnkey Convention in Hudson, WI. Upon roll call, Olson, Ruland, Uran, Jacobson and Hollekim voted yes. Motion carried.

9:45 A.M.

Rory Porth, Property Assessor met with the board to give an update on the ESRI User Conference that he attended and to discuss GIS tools and capabilities. Tax Director, Lori Hanson was present. Assessor Porth stated the State of North Dakota has expressed interest in Mountrail County Tax Directors Office conducting Ag Land Valuation classes so will look into the cost etc. Assessor Porth will look into the interest in contributing to the ND Parcel Project.

10:15 A.M.

Karen Babbitt, Building Supervisor met with the board to discuss the signs for the Courthouse along with sprinklers. Indigo Signworks will be invited to the next meeting with some different options for the signs. Supervisor Babbitt discussed the controls that need upgrading at the South Complex and a

proposal from ProControl Midwest. Supervisor Babbitt will get quotes for the refinishing of all the wood floors in the Courthouse.

Moved by Comm. Uran, seconded by Comm. Olson, to approve moving forward with contracting with Procontrols Midwest for the South Complex. Upon roll call, Olson, Jacobson, Uran, Ruland and Hollekim voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Jacobson, to donate the old flagpole from the Memorial Building to the Veterans Memorial Park. Upon roll call, Jacobson, Uran, Olson, Hollekim and Ruland voted yes. Motion carried.

10:45 A.M.

Discussion was held concerning the longevity pay for employees in the 2020 budget. Present for the discussion were Scott Duerre, Engineer Technician; Melissa Vachal, Recorder; Lori Hanson, Tax Director; Mary Trahan, Road & Bridge Accountant; Lisa Lapica, Veterans Service Officer; Jessica Niemitalo, Treasurer; and Karen Babbitt, Building Supervisor. Chairman Ruland discussed the implementation of the new employee salary schedule in which longevity is incorporated in the new salary chart. The HR Advisory Committee will continue to discuss the employees who continue to have frozen salaries. State's Attorney Wade Enget stated a rework of the longevity policy will need to be done.

11:00 A.M.

Scott Duerre, Engineer Technician along with Mary Trahan, Road & Bridge Accountant met with the Board to discuss Road & Bridge. Also present were Linda Lumley, Kelly Hanson, Grady Uran, Ryan Hett, Jason Olson, Ardis Afseth, Lisa Holmen, Greg Holmen, Tammy Madsen, Jeff Ebsch and Zach Gaaskjolen.

1. 96TH AVE NW

Engineer Tech Duerre along with Jeff Ebsch and Zach Gaaskjolen with Brosz Engineering; Charlie Sorenson with Debing Township; Grady Uran and Brian Uran with Rat Lake Township discussed the 96th Ave NW road construction bids. After further review on the bid specifications Brosz Engineering relayed a cost savings of \$526,000. Both Rat Lake and Debing Townships will not pay for change orders or the maintenance for the year 2020.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve moving forward with Farden Construction in the amount of \$2,630,316.90 less proposed cost reductions and the County will cover the project change orders and the maintenance for 2020 year. Upon roll call, Jacobson, Olson, Hollekim, Ruland and Uran voted yes. Motion carried.

2. BNSF RAILWAY COUNTY PERMIT

Engineer Tech Duerre discussed the email from Ryan Hett with BNSF requesting a heavy earth moving equipment waiver/exemption or a roading permit through the Load Pass Permitting system. The County's current policy does not allow for roading. Ryan Hett discussed how hard it is to use a lowboy and block the roads. This is a road safety issue on most of these crossings.

Moved by Comm. Uran, seconded by Comm. Olson, to allow an exception to the County's policy to approve Load Pass Permitting to BNSF for roading with rubber tires only. Upon roll call, all present voted yes. Motion carried.

3. 74TH AVE NW/CR4-LOSTWOOD RECONSTRUCTION

Engineer Tech Duerre along with Linda Lumley met with the Board with concerns on the length of time it has taken to construct 74th Ave NW/CR4 pavement. Linda Lumley read letters from Marshall Craft, Jane Paulson and Phil MacLellan, Judy and Tom Hove, and Elouise Enget with complaints with the long process of getting 74th Ave NW, CR4 paved. Linda Lumley stated the road conditions are poor and safety issues are a concern. Greg and Lisa Holmen stated the road became worse during the wet weather. Kelly Hanson expressed safety concerns. Ardis Afseth spoke concerning the pasture land and fencing not useable until the road is paved. Comm. Hollekim stated she would be supporting a road improvement project in the 2020 budget.

4. WAWSA

Tammy Watson with Western Area Water Supply Authority is requesting waiving the road crossing permit fees associated with the WAWSA construction project in Mountrail County. Accountant Trahan stated on June 19, 2018 the Commissioners gave approval for the temporary approach bonds to be reduced no waiver of fees was given. The reason for the fees is the pre and post inspections of the roads. Tammy Watson stated she would like to table her request and meet with the Board at a later date.

5. CR18-SOUTH BYPASS DAMAGES TO CHIP SEAL

Engineer Tech Duerre explained the damages to 83rd Ave NW/CR18 chip seal with the City of Stanley's construction from Westview Lane to US Highway 2. The work would coincide with the City of Stanley chip sealing.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve allowing the City of Stanley to access County right of way to chip seal the areas damaged on 83rd Ave NW/CR18 in the amount of \$2,098.40 contingent upon approval by City of Stanley. Upon roll call, Olson, Ruland, Hollekim, Jacobson and Uran voted yes. Motion carried.

6. CR 6-DRAINAGE ISSUE

Engineer Tech Duerre received a proposal from John Sauber on drainage issues along CR6 in the SW ¼ of Section 20, Township 157 North, Range 94 West near the Grant Kallberg Residence.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve contracting with Sauber Engineering to conduct a drainage study on CR6 with cost not to exceed \$20,000. Upon roll call, Uran, Ruland, Jacobson, Hollekim and Olson voted yes. Motion carried.

7. 2019 MICROSURFACING PROJECT

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve the contract change order with Sauber Engineering from \$14,000 to \$20,000 due to scope of work being changed from chip seal project to a micro surface project. Upon roll call, Jacobson, Ruland, Uran, Olson and Hollekim voted yes. Motion carried.

8. FENCING ENCROACHMENT

Engineer Tech Duerre discussed with the Board a fencing encroachment on 99th Ave NW CR9 with Gregory III and Pamela Gunderson. A letter will be sent to Gundersons' asking for removal and installation back to the 90 and 75 feet right of way line by September 6, 2019.

Moved by Comm. Uran, seconded by Comm. Olson, to approve sending the letter to Gundersons' on the fence encroachment on 99th Ave NW, CR9 with encroachment corrected by September 6, 2019. Upon roll call, all present voted yes. Motion carried.

9. WATER PURCHASE AGREEMENT AND ACCESS

Discussion was held on the access agreement and the water purchase agreement with Ames Savage Water Solutions LLC.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the water purchase agreement and the access agreement with Ames Savage Water Solutions LLC. Upon roll call, Ruland, Olson, Uran, Jacobson and Hollekim all present voted yes. Motion carried.

10. FMLA

Engineer Tech Duerre discussed the FMLA policy. A current employee is out sporadically and is a lifetime diagnosis. Engineer Tech Duerre would like to hire an additional full-time employee to help the strain.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve advertising for a full-time road worker. Upon roll call, Ruland, Hollekim, Uran, Olson, and Jacobson voted yes. Motion carried.

11. EXCESS MOVE AGREEMENT

Accountant Trahan discussed CR21 and the agreement for the Excess Move Agreement. The cash bond in the current agreement is for gravel roads. The agreement will need to add the verbiage for a paved roadway and the cost of the cash bond in an amount set by the Board.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve updating the Excess Move Agreement to include paved roadways with a cash bond in the amount of \$500,000 per mile. Upon roll call, all present voted yes. Motion carried.

12:30 P.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the Employee Policies. Also present were Lori Hanson, Tax Director; Melissa Vachal, Recorder and Corey Bristol, Sheriff.

Nichole Degenstein, Human Resource Director discussed conducting a mandatory background check on all employees. Corey Bristol, Sheriff has spoken with BCI concerning the requirements. A resolution

needs to be completed first and then the legislation would need to approve the process. A fee of \$41 would be implemented for every background check.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the resolution for all employees to do a mandatory background check and the information be supplied to the Human Resource and Department Head. Upon roll call, all present voted yes. Motion carried.

Director Degenstein updated the board on the 457 Deferred Comp Plan in which the employer can contribute to the plan. Also discussion on the employee of the quarter award which will be discussed in the HR Advisory Committee.

Director Degenstein discussed the Employee Handbook Volunteer Policy. The question arose if donating blood would fall into the volunteer policy. State’s Attorney Enget stated more volunteers than just emergency volunteering. The Commission will do some more research before making a decision.

Director Degenstein discussed the Probationary period policy changes and the Annual Leave Policy.

Moved by Comm. Hollekim, seconded by Comm. Uran, to adopt the changes of #203 Probationary Period Policy of the Mountrail County Employee Handbook as presented by Director Degenstein. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to adopt the changes of #303 Annual Leave Policy of the Mountrail County Employee Handbook as presented by Director Degenstein. Upon roll call, all present voted yes. Motion carried.

Director Degenstein presented items discussed at the July 16, 2019 Human Resources Advisory Committee. The HR Advisory Committee recommended to eliminate flex time from the policy.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve eliminating and cease the current flex time policy effective August 6, 2019 and allow employees to use remaining balance by November 29, 2019 as per recommendation from the HR Advisory Committee. Upon roll all, all present voted yes. Motion carried.

Director Degenstein stated the HR Advisory Committee’s recommendation was to leave the banding for NDSU Administrative Assistant at B21.

Moved by Comm. Uran, seconded by Comm. Hollekim, to deny the request for the banding increase from B21 to B22 for the NDSU Administrative Assistant as per recommendation from the HR Advisory Committee. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the banding for the Human Resource Specialist at a B22 banding as per recommendation from the HR Advisory Committee. Upon roll call, all present voted yes. Motion carried.

Discussion was held on the #519 Inclement Weather and Emergency Closing Policy of the Mountrail County Employee Handbook and the direction to take.

4. ADJOURN

The Board adjourned at 3:30 P.M. to meet in regular session on Tuesday, August 20, 2019 at 9:00 A.M. Accepted and approved this 20th day of August, 2019.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor