

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, February 5, 2019 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Justice Center, Stanley, ND with Commissioners Daniel Uran, Joan Hollekim and Wayne Olson present. Comm. Trudy Ruland and Garry Jacobson were absent. Also present was States Attorney Wade Enget.

Vice-Chairman Olson called the meeting to order.

2. APPOINTMENTS

9:30 A.M.

Lori Hanson, Tax Director met with the board for the abatement hearing on parcel #61-0094375 owned by the City of Stanley. Tax Director Hanson recommended approving the abatement as the property is a city street and is tax exempt.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the abatement on parcel 61-0094375 as recommended by Tax Director Hanson. Upon roll call, all present voted yes. Motion carried.

9:35 A.M.

Lori Hanson, Tax Director met with the board for the abatement hearing on parcel #61-0094340 owned by the City of Stanley. Tax Director Hanson recommended approving the abatement as the property is a city street and is tax exempt.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the abatement on parcel 61-0094340 as recommended by Tax Director Hanson. Upon roll call, all present voted yes. Motion carried.

9:40 A.M.

Lori Hanson, Tax Director met with the board for the abatement hearing on parcel #61-0094119 concerning the value be lowered due to appraisal that was submitted. Tax Director Hanson stated the appraisal has a lot of inconsistencies in the information due to being compared to Williams County and Williston suburb. The City of Stanley is recommending to deny the request. Tax Director Hanson is also recommending to deny this abatement due to the inconsistencies and twin homes in the taxing district being valued in the same manner.

Moved by Comm. Uran, seconded by Comm. Hollekim, to deny the abatement on parcel 61-0094119 as recommended by Tax Director Hanson. Upon roll call, all present voted yes. Motion carried.

9:45 A.M.

Lori Hanson, Tax Director met with the board to discuss several abatements.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the abatement on parcel 39-9001000 for 2019 taxes due to property being labeled uninhabitable. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the abatement on parcel 39-9000100 for 2019 taxes due to clerical error. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the abatement on parcel 39-9000200 for 2019 taxes due to clerical error. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the abatement on parcel 45-9001800 for 2019 taxes due to mobile home being burnt. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the abatement on parcel 45-9003600 for 2019 taxes due to mobile home being moved. Upon roll all, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the abatement on parcel 60-1003200 for 2019 taxes due to mobile home being a total loss. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the abatement on parcel 46-9002901 for 2018 taxes due to mobile home being moved. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the abatement on parcel 46-9002901 for 2019 taxes due to mobile home being moved. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the abatement on parcel 45-9208750 for 2019 taxes due to clerical error. Upon roll call, all present voted yes. Motion carried.

9:50 A.M.

Lori Hanson, Tax Director met with the board for abatement hearing on parcel #59-0028227 owned by the City of Plaza. Tax Director Hanson recommended approving the abatement as the property is tax exempt.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the abatement on parcel 59-0028227 as recommended by Tax Director Hanson. Upon roll call, all present voted yes. Motion carried.

10:00 A.M.

Candice Grilley, Social Service Director met with the Board to discuss the Emergency Parent Aide Position.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve extending this position for six months from January 1 to June 30, 2019 for the Emergency Parent Aide position at the current salary. Upon roll call, all present voted yes. Motion carried

10:15 A.M.

Brian Ibach and Shawn Ahlgren with Armor Interactive along with Rory Porth, Deputy Assessor met with the Board to discuss the IT issues. Discussion was held on the Website of Mountrail County for better access to users. Also discussed were some of the issues which include the outdated servers, server back-up, outdated network switches, and megabytes for speed issues for internet and Wi-Fi. Brian Ibach stated Armor Interactive would like a commitment of 18 months. Department Heads will discuss before the next meeting and bring back recommendations on going forward.

Rory Porth, Deputy Assessor discussed the VPN and firewall issues that occurred last week and the miscommunication on the changeover.

11:00 A.M.

Scott Duerre, Engineer Technician along with Mary Trahan, Administrative Assistant met with the board to discuss Road and Bridge. Also present was Craig Mizera with HDR Engineering.

1. BROSZ ENGINEERING-AGREEMENT FOR PROFESSIONAL SERVICES AND TASK AGREEMENT

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve signing the Brosz Engineering Professional Services Annual Agreement. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve signing the Task Agreement for Overlay Project on CR5 and CR17 with Brosz Engineering. Upon roll call, all present voted yes. Motion carried.

2. MINOT AFB MEMORANDUM OF UNDERSTANDING

The Board discussed having the affected townships, Sheriff's Department and the State's Attorney look at the Memorandum of Understanding before signing the agreement. State's Attorney Wade Enget stated the Townships need to be involved and have input before signing the agreement or need to be excluded from the agreement in its entirety. A request will be sent to Minot AFB suggesting two separate Memorandum of Understanding for Townships and the County and more discussion will be held at the next Commissioner meeting.

3. ROAD PROJECT CR9 101ST AVE NW FROM HIGHWAY 1804 TO HIGHWAY 2 02(65)18

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve to advertise and bid on CR9 for 2-20-19, 2-27-19, 3-6-19 with bid opening on 3-14-19. Upon roll call, all present voted yes. Motion carried.

4. APPROACH PERMIT APPLICATION #1752

Discussion was held on 74th St NW, CR4 on the approach permit #1752. The Road and Bridge would like assistance from the permit applicant with the maintenance of the Road. States Attorney Wade Enget highly recommends treating everyone equal and the County hasn't requested this before. The Board

felt consideration could be given to lower the speed limit and regulate the weight restrictions if road deteriorates to an unsafe condition.

5. 2019 COUNTY FEDERAL AID PROGRAM

Discussion was held on CR5 and CR17 and the deadline requirements of it being the Federal Aid Program. Bryon Fuchs with NDDOT is stating the County missed the bidding dates. Based on information received and missing the deadlines, CR5 and CR 17 will not be added to the County Federal Aid Program.

6. PLOW TRUCK

Discussion was held on the purchase of plow trucks through the North Dakota State bidding which the International won the bidding process.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the bid of the International Plow Truck in the amount of \$104,754 from Berts Truck Equipment (body) and Nelson Leasing in the amount of \$114,800 (truck) totaling \$219,554. Upon roll call, all present voted yes. Motion carried.

7. ND DEPARTMENT OF TRUST LANDS-GRANT AWARD NUMBER G190017

Engineer Tech Duerre and Administrative Assistant Trahan discussed the approval of Grant G190017 in the amount of \$408,488 for 4 miles of road repair on 96th Ave NW. Debing and Rat Lake Township along with Jana Hennessy will meet to discuss going forward with this project and to get written commitment from the townships before signing acceptance of the award.

8. MISCELLANEOUS

Administrative Assistant Trahan discussed the chip seal schedule for the 2019 year. Discussion was to reach out to John Sauber Engineering for chip sealing. Discus-

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve hiring John Sauber Engineering for the chip sealing projects. Upon roll call, all present voted yes. Motion carried. Engi-

12:00 P.M.

Melissa Vachal, Recorder met with the board to discuss the current server backup that is being utilized for the software program and gave an update on the current IDoc vs NDRIN revenue statistics. Recorder Vachal is requesting a dual cloud backup with a Datto server.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the purchase of the dual backup Datto server in the amount of \$2,710.59 with a reoccurring monthly cost of \$540.00. Upon roll call, all present voted yes. Motion carried.

12:20 P.M.

Lynette Vachal, Extension Agent met with the board to discuss the stipend pay.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve paying the stipend of \$4,000.00 which includes payment of wages and social security to Lynette Vachal for 2019 year. Upon roll call, all present voted yes. Motion carried.

12:30 P.M.

Discussion was held on the snow closure policy. Present were Nichole Degenstein, Human Resource Director, Laurie Johnson, Jail Administration, Karen Babbitt, Custodial Supervisor, Lori Hanson, Tax Director, Melissa Vachal, Recorder and Traci Hysjulien, Clerk of Court. The current policy used for snow closure was made on December 20, 2016 as follows: "Moved by Comm. Reese, seconded by Comm. Ruland, to leave the decision up to the department heads to send employees home and the Chairman or Vice Chairman will determine when to close the county offices. Upon roll call, all present voted yes. Motion carried." Comm. Hollekim stated a cold weather closure should not be followed for closure of county offices. More discussion will be held at the next meeting when all Commissioners are present.

Discussion was held on the Gallagher Survey Salary on the salary bands, top salary and years of service taken into consideration. The banding of all employees looked good to the board. A more detailed comparable will be presented to the board at the next meeting.

3. BUSINESS

A. AGENDA

Moved by Comm. Hollekim, seconded by Comm. Uran, 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. Uran, to approve the minutes of the January 28, 2019. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the minutes of the January 22, 2019 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. BILLS

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the bills totaling \$137,690.43 and January payroll, checks #10670-10683 and direct deposit #9190-9337 totaling \$846,018.51. Upon roll call, all present 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 02/05/2019-PAYMENT 02/05/2019

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
95671	ACME TOOLS COUNTY ROAD & BRIDGE FUND	582.98 582.98
95672	ADVANCED DRUG TESTING INC SOCIAL WELFARE FUND	125.00 125.00
95673	AMERICAN BANK CENTER SOCIAL WELFARE FUND	1,288.67 1,288.67
95674	ARMOR INTERACTIVE GENERAL FUND	11,275.00 11,275.00
95675	BLUE CROSS BLUE SHIELD GENERAL FUND	186.80 186.80
95676	BOB HAYES ADDICTION SERVICES SOCIAL WELFARE FUND	2,130.00 2,130.00
95677	BROCK WHITE COMPANY LLC COUNTY ROAD & BRIDGE FUND	300.12 300.12
95678	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	833.05 833.05
95679	CARD SERVICES GENERAL FUND	43.96 43.96
95680	CARQUEST OF STANLEY COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	331.57 297.99 33.58
95681	CBM MANAGED SERVICES GENERAL FUND	4,641.34 4,641.34
95682	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	562.50 413.00 149.50
95683	CITY OF STANLEY GENERAL FUND WEED CONTROL FUND	728.35 677.13 51.22
95684	COMFORT SUITES	84.60

	SOCIAL WELFARE FUND	84.60
95685	COOKS CORRECTIONAL GENERAL FUND	115.03 115.03
95686	CRAFT/KATHY SOCIAL WELFARE FUND	23.10 23.10
95687	DAIRYLAND LABORATORIES, INC. GENERAL FUND	103.50 103.50
95688	DEANS BULK SERVICE, INC COUNTY ROAD & BRIDGE FUND	222.75 222.75
95689	FENSTER/KAYLA SOCIAL WELFARE FUND	180.23 180.23
95690	FULKERSON FUNERAL HOME GENERAL FUND	872.50 872.50
95691	GAFFANEYS OF MINOT INC GENERAL FUND	86.25 86.25
95692	GILBERTSON/HEATHER SOCIAL WELFARE FUND	22.40 22.40
95693	GRAVEL PRODUCTS INCORPORATED COUNTY ROAD & BRIDGE FUND	1,341.11 1,341.11
95694	GRILLEY/CANDICE SOCIAL WELFARE FUND	207.00 207.00
95695	GRUNDTVIG/TERRA GENERAL FUND	15.19 15.19
95696	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	6,567.50 6,567.50
95697	HENNESSY/JIM GENERAL FUND	122.50 122.50
95698	HERMANSON/NANCY SOCIAL WELFARE FUND	57.40 57.40
95699	HOLIDAY CREDIT OFFICE GENERAL FUND	2,041.59 2,041.59
95700	HOLLEKIM/JOAN GENERAL FUND	201.90 201.90
95701	HOLLOWELL/LIZ GENERAL FUND	53.36 53.36
95702	INFORMATION TECHNOLOGY DEPT SOCIAL WELFARE FUND	120.40 120.40
95703	JOHN DEERE FINANCIAL GENERAL FUND COUNTY ROAD & BRIDGE FUND	582.87 493.87 89.00
95704	JPMORGAN CHASE BANK NA GENERAL FUND	200.90 200.90
95705	KINNEY/SHELLY SOCIAL WELFARE FUND	134.75 134.75
95706	LA QUINTA INN & SUITES GENERAL FUND	84.60 84.60
95707	LEES/KAITLYN	304.11

	SOCIAL WELFARE FUND	304.11
95708	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	863.67 863.67
95709	LINDLEY/MELANIE SOCIAL WELFARE FUND	18.20 18.20
95710	LOCKREM/DAWN SOCIAL WELFARE FUND	93.92 93.92
95711	LOMMEN/ORVIN SOCIAL WELFARE FUND	1,035.00 1,035.00
95712	LONG/COLE GENERAL FUND	988.26 988.26
95713	LONIER/RACHEL SOCIAL WELFARE FUND	101.74 101.74
95714	LUTTRELL/JANETTE SOCIAL WELFARE FUND	22.40 22.40
95715	MARTINEZ/DELIA SOCIAL WELFARE FUND	50.40 50.40
95716	MEIERS OIL INC COUNTY ROAD & BRIDGE FUND	901.25 901.25
95717	MENARDS - MINOT GENERAL FUND	100.71 100.71
95718	MIDSTATE TELEPHONE CO GENERAL FUND SOCIAL WELFARE FUND	316.12 157.88 158.24
95719	MILLS/JAMIE SOCIAL WELFARE FUND	243.60 243.60
95720	MONTANA DAKOTA UTILITIES CO GENERAL FUND COUNTY ROAD & BRIDGE FUND	13,784.12 11,297.83 2,486.29
95721	MOUNTRAIL COMMUNITY FOOD PANTRY SOCIAL WELFARE FUND	1,783.68 1,783.68
95722	MOUNTRAIL TOWING AND RECOVERY,LLC. GENERAL FUND	110.00 110.00
95723	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	1,786.34 278.58 398.95 1,108.81
95724	NACVSO VETERAN'S SERVICE OFFICER FUND	50.00 50.00
95725	ND ASSOCIATION OF COUNTIES GENERAL FUND	400.00 400.00
95726	ND ASSOCIATION OF COUNTIES GENERAL FUND	420.00 420.00
95727	ND CLERKS ASSOCIATION GENERAL FUND	100.00 100.00
95728	ND SHERIFFS & DEPUTIES ASSN GENERAL FUND	350.00 350.00
95729	NDACSSD	50.00

	SOCIAL WELFARE FUND	50.00
95730	NDSU EXTENSION SERVICE WEED CONTROL FUND	150.00 150.00
95731	NEOFUNDS BY NEOPOST GENERAL FUND	6,000.00 6,000.00
95732	NEOPOST USA INC GENERAL FUND	468.24 468.24
95733	NETWORKFLEET, INC. COUNTY ROAD & BRIDGE FUND	859.22 859.22
95734	NEW TOWN NEWS SOCIAL WELFARE FUND	40.00 40.00
95735	NORTH DAKOTA ONE CALL COUNTY ROAD & BRIDGE FUND	2.40 2.40
95736	NORTH DAKOTA PLANNING ASSOCIATION GENERAL FUND	55.00 55.00
95737	NORTHERN TESTING SOCIAL WELFARE FUND	481.00 481.00
95738	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND COUNTY AGENT FUND	4,567.84 4,300.82 229.66 23.68 13.68
95739	OGDEN/CRYSTAL SOCIAL WELFARE FUND	77.35 77.35
95740	OTTER TAIL POWER COMPANY COUNTY ROAD & BRIDGE FUND	545.08 545.08
95741	PAULSON/JANINNE SOCIAL WELFARE FUND	25.20 25.20
95742	PINNACLE SOCIAL WELFARE FUND	1,003.11 1,003.11
95743	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	524.28 524.28
95744	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	5,695.21 5,695.21
95745	RESERVATION TELEPHONE GENERAL FUND SOCIAL WELFARE FUND	603.90 204.05 399.85
95746	REVELATOR SERVICES COUNTY ROAD & BRIDGE FUND	2,534.42 2,534.42
95747	RYAN CHEVROLET COUNTY ROAD & BRIDGE FUND	2,792.60 2,792.60
95748	SANFORD HEALTH SOCIAL WELFARE FUND	41.42 41.42
95749	SAUBER ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	35,472.00 35,472.00
95750	SOURIS BASIN PLANNING COUNCIL GENERAL FUND	4,603.80 4,603.80
95751	STANLEY HARDWARE	63.01

	SOCIAL WELFARE FUND	63.01
95752	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	99.34 99.34
95753	STEINS INC GENERAL FUND	624.86 624.86
95754	SVEEN/SHADOE SOCIAL WELFARE FUND	22.40 22.40
95755	TRACTOR SUPPLY COMPANY COUNTY ROAD & BRIDGE FUND	1,889.87 1,889.87
95756	US DISTRICT COURT GENERAL FUND	14.00 14.00
95757	WESTERN BUILDERS INC. WEED CONTROL FUND	435.63 435.63
95758	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	1,794.66 1,794.66
95759	3D SPECIALTIES INC COUNTY ROAD & BRIDGE FUND	214.05 214.05
	FINAL TOTAL	\$137,690.43

D. FEES

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the December 2018 fees for Clerk of Courts Office. Upon roll call, all present voted yes. Motion carried.

E. TRANSFERS

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the transfer for Oil & Gas allocations totaling \$1,397,439.95 for current allocation from the General Fund to County Road & Bridge (60% of Oil & Gas Funds). Upon roll call, all present voted yes. Motion carried.

F. PAYROLL

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the Full-time Employee Agreement for Eric Huck from the Corrections Department at a salary of \$51,840 per year. Upon roll call, all present voted yes. Motion carried.

H. AGREEMENT

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the gaming site authorization for Sneak Creek Bar for a pull tab dispensing device. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve signing the Amended County Township Road Mileage Certification for the added miles in Idaho Township. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve Wade Enget, States Attorney signing the States Attorneys Records Management System with the Criminal Justice Information Sharing Division. Upon roll call, all present voted yes. Motion carried.

I. LEGISLATION

Discussion on the house bills and senate bills. The Board expressed concerns of SB2166 relating to increased liability limits of political subdivisions and the uncertainty of increased premium rates. The bill was passed in the Senate and a collaborative effort needs to be made for reconsideration of the bill.

Moved by Comm. Hollekim, seconded by Comm. Uran, to authorize County Auditor, Stephanie Pappa, to send a request to our local senators to have SB2166 reconsidered and then vote no on final passage. Upon roll call, all present voted yes. Motion carried.

J. MISCELLANEOUS

Discussion was held on the sirens in Mountrail County. States' Attorney Wade Enget stated Elizabeth Hollowell, P&Z Administrative Assistant is checking into all the mutual aid agreements in place with surrounding neighboring counties.

Charlie Sorenson met with the board to discuss his concerns with how the structure and chain of command is being dealt with all employees. The board stated that the chain of command needs to improve and the performance reviews will improve as the County recently restructured and now has a Human Resource Department.

4. ADJOURN

The Board adjourned at 2:00 P.M. to meet in regular session on Tuesday, February 19, 2019 at 9:00 A.M.

Accepted and approved this 19th day of February, 2019.

Wayne Olson, Vice-Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor