

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, July, 2 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. Olson, 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 June 18, 2019 meeting. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the minutes of the June 25, 2019 special meeting. Upon roll call, all present voted yes. Motion carried.

C. BILLS

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the bills totaling \$627,447.50 and June payroll, checks #10748-10761, direct deposit #9920-10748 totaling \$959,936.23. Upon roll call, Jacobson, Uran, Hollekim, Ruland, and Olson 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 07/02/2019 - PAYMENT 07/02/2019

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
96678	ADVANCED BUSINESS METHODS GENERAL FUND	305.83 305.83
96679	AMERICAN BANK CENTER SOCIAL WELFARE FUND	835.21 835.21
96680	ARMOR INTERACTIVE GENERAL FUND DOCUMENT PRESERVATION FUND	869.38 329.38 540.00
96681	AVI SYSTEMS, INC GENERAL FUND	306.00 306.00
96682	BOB HAYES ADDICTION SERVICES SOCIAL WELFARE FUND	4,350.00 4,350.00
96683	BRAD'S HARDWARE HANK COUNTY PARKS FUND	199.36 199.36
96684	BURLINGTON ELECTRIC, INC COUNTY PARKS FUND	1,062.00 1,062.00
96685	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	72.50 72.50
96686	CBM MANAGED SERVICES GENERAL FUND	4,596.94 4,596.94
96687	CDW GOVERNMENT GENERAL FUND	2,387.33 2,387.33

96688	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	6,172.30 370.00 149.50 5,652.80
96689	CITY OF STANLEY GENERAL FUND	1,766.22 1,766.22
96690	COMFORT SUITES SOCIAL WELFARE FUND	169.20 169.20
96691	CRAFT/KATHY SOCIAL WELFARE FUND	220.98 220.98
96692	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	28,962.65 19,512.65 9,450.00
96693	DAKOTA FIRE EXTINGUISHERS, INC. GENERAL FUND	45.98 45.98
96694	DANKS/LISA SOCIAL WELFARE FUND	45.24 45.24
96695	DEANS BULK SERVICE, INC COUNTY ROAD & BRIDGE FUND	270.00 270.00
96696	DEGENSTEIN/NICHOLE GENERAL FUND	433.60 433.60
96697	ELLVANGER PLUMBING COUNTY PARKS FUND	225.00 225.00
96698	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	72,550.95 72,550.95
96699	EXPRESSWAY SUITES GENERAL FUND	253.80 253.80
96700	FARMERS UNION LUMBER CO GENERAL FUND COUNTY ROAD & BRIDGE FUND	84.90 42.48 42.42
96701	FENSTER/KAYLA SOCIAL WELFARE FUND	512.14 512.14
96702	FIRST DISTRICT HEALTH UNIT COUNTY PARKS FUND	125.00 125.00
96703	FRITEL CONSTRUCTION, INC. COUNTY PARKS FUND 154-94 UNORGANIZED TOWNSHIP	23,137.25 200.00 22,937.25
96704	GEMPLER'S WEED CONTROL FUND	619.89 619.89
96705	GILBERTSON/HEATHER SOCIAL WELFARE FUND	22.40 22.40
96706	GOETZ FUNERAL HOME SOCIAL WELFARE FUND	2,500.00 2,500.00
96707	GRINOLDS/RENEE SOCIAL WELFARE FUND	26.69 26.69
96708	GUSTAFSONS SEPTIC SERVICE INC COUNTY ROAD & BRIDGE FUND	230.00 230.00
96709	HDR ENGINEERING, INC	171,078.46

	COUNTY ROAD & BRIDGE FUND	171,078.46
96710	HERMANSON/NANCY SOCIAL WELFARE FUND	31.54 31.54
96711	INFORMATION TECHNOLOGY DEPT SOCIAL WELFARE FUND	130.10 130.10
96712	J.A.M.S. WELDING SERVICE, LLC COUNTY PARKS FUND	3,950.00 3,950.00
96713	JERRY'S SEPTIC SERVICE COUNTY PARKS FUND	350.00 350.00
96714	JOHN DEERE FINANCIAL GENERAL FUND COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	90.57 65.99 1.54 23.04
96715	JOHN'S SAND & GRAVEL COUNTY ROAD & BRIDGE FUND	18,695.11 18,695.11
96716	KINNEY/SHELLY SOCIAL WELFARE FUND	125.56 125.56
96717	KRONOS SAASHR INC GENERAL FUND	574.72 574.72
96718	LA QUINTA INN & SUITES GENERAL FUND	169.20 169.20
96719	LARSON'S TIRE SERVICE SOCIAL WELFARE FUND	126.61 126.61
96720	LEES/KAITLYN SOCIAL WELFARE FUND	118.32 118.32
96721	LINDLEY/MELANIE SOCIAL WELFARE FUND	44.80 44.80
96722	LOCKREM/DAWN SOCIAL WELFARE FUND	292.08 292.08
96723	LOMMEN/ORVIN SOCIAL WELFARE FUND	1,845.00 1,845.00
96724	LONIER/RACHEL SOCIAL WELFARE FUND	18.38 18.38
96725	MAC'S, INC COUNTY ROAD & BRIDGE FUND	146.20 146.20
96726	MEIERS OIL INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	1,125.90 435.00 690.90
96727	MENARDS - MINOT COUNTY PARKS FUND	125.97 125.97
96728	MICROTEL SOCIAL WELFARE FUND	79.00 79.00
96729	MIDSTATE TELEPHONE CO GENERAL FUND COUNTY ROAD & BRIDGE FUND SOCIAL WELFARE FUND COUNTY AGENT FUND WEED CONTROL FUND	537.67 143.92 134.79 157.02 48.64 53.30
96730	MILLS/JAMIE	303.84

	SOCIAL WELFARE FUND	303.84
96731	MINOT PAVING COMPANY COUNTY ROAD & BRIDGE FUND	53,009.00 53,009.00
96732	MONARCH PRODUCTS COMPANY COUNTY PARKS FUND	3,079.00 3,079.00
96733	MONTANA DAKOTA UTILITIES CO GENERAL FUND COUNTY ROAD & BRIDGE FUND	8,386.69 7,058.11 1,328.58
96734	MOUNTRAIL CO ROAD DEPART 152-93 UNORGANIZED TOWNSHIP 154-94 UNORGANIZED TOWNSHIP 155-94 UNORGANIZED TOWNSHIP	27,313.51 13,236.64 13,776.87 300.00
96735	MOUNTRAIL COUNTY FOOD PANTRY SOCIAL WELFARE FUND	58.70 58.70
96736	MOUNTRAIL SOIL CONSERVATION COUNTY PARKS FUND	500.00 500.00
96737	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	4,547.26 62.89 217.70 4,266.67
96738	MRC GLOBAL (US) INC. COUNTY ROAD & BRIDGE FUND	68.20 68.20
96739	NELSON/ELMER SOCIAL WELFARE FUND	38.85 38.85
96740	NEOFUNDS BY NEOPOST GENERAL FUND	3,700.00 3,700.00
96741	NEOPOST USA INC SOCIAL WELFARE FUND	180.57 180.57
96742	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	153.02 153.02
96743	NORTHERN TESTING SOCIAL WELFARE FUND	400.00 400.00
96744	NORTHWEST TIRE INC WEED CONTROL FUND	575.29 575.29
96745	OFFICE DEPOT INC SOCIAL WELFARE FUND	53.79 53.79
96746	OGDEN/CRYSTAL SOCIAL WELFARE FUND	353.66 353.66
96747	OPPORTUNITY FOUNDATION SOCIAL WELFARE FUND	300.00 300.00
96748	OSTDAHL/JOANN SOCIAL WELFARE FUND	7.98 7.98
96749	OTTO'S HARDWOOD FLOORS & MORE GENERAL FUND	678.75 678.75
96750	PAULSON/JANINNE SOCIAL WELFARE FUND	66.70 66.70
96751	PEARL VALLEY OILFIELD SERVICE & RENTALS COUNTY ROAD & BRIDGE FUND	130.00 130.00

96752	PINNACLE SOCIAL WELFARE FUND	1,072.98 1,072.98
96753	PORTH/THOMAS GENERAL FUND	851.00 851.00
96754	PRAIRIE FORD, INC. GENERAL FUND	130,240.00 130,240.00
96755	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	601.75 601.75
96756	R & T WATER DISTRICT COUNTY PARKS FUND	3,000.00 3,000.00
96757	RADISSON HOTEL-BISMARCK GENERAL FUND	84.60 84.60
96758	RALPHS PLUMBING & HEATING INC. COUNTY PARKS FUND	1,029.73 1,029.73
96759	REITER OIL & GAS, INC COUNTY PARKS FUND	202.25 202.25
96760	RESERVATION TELEPHONE GENERAL FUND SOCIAL WELFARE FUND	643.90 244.05 399.85
96761	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	170.10 170.10
96762	STANLEY HARDWARE SOCIAL WELFARE FUND	15.46 15.46
96763	STAPLES, INC. AND SUBSIDIARIES GENERAL FUND	14.91 14.91
96764	STEINS INC GENERAL FUND	1,224.74 1,224.74
96765	SVEEN/SHADOE SOCIAL WELFARE FUND	37.12 37.12
96766	THE SIDWELL COMPANY COUNTY ROAD & BRIDGE FUND	3,784.00 3,784.00
96767	THIESSEN/TIFFANY GENERAL FUND	26.05 26.05
96768	THOS Y. PICKETT & CO., INC GENERAL FUND	20,000.00 20,000.00
96769	VACHAL/MELISSA GENERAL FUND	242.70 242.70
96770	VERIZON CONNECT NWF, INC. COUNTY ROAD & BRIDGE FUND	828.80 828.80
96771	VERIZON WIRELESS GENERAL FUND	83.65 83.65
96772	WALK-N-ROLL COUNTY ROAD & BRIDGE FUND	2,619.34 2,619.34
96773	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
96774	WARNE CHEMICAL & EQUIP CO WEED CONTROL FUND	122.10 122.10

96775	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	191.70 191.70
96776	YODER ELECTRIC COUNTY PARKS FUND	241.88 241.88
	FINAL TOTAL	\$ 627,447.50

D. FEES

Moved by Comm. Hollekim, seconded by Comm. Jacobson, to approve the May 2019 fees for the Recorder’s Office and the overweight fines through June 30, 2019 as submitted by the County Treasurer. Upon roll call, Ruland, Hollekim, Uran, Olson, and Jacobson voted yes. Motion carried.

E. TRANSFER

Moved by Comm. Uran, seconded by Comm. Olson, to approve the transfer for Oil & Gas allocations totaling \$1,508,314.43 for current allocations from the General Fund to the County Road & Bridge Fund (60% of Oil & Gas Funds). Upon roll call, Uran, Ruland, Olson, Jacobson and Hollekim voted yes. Motion carried.

F. LIQUOR TRANSFERS

Moved by Comm. Jacobson, seconded by Comm. Uran, to approve the beer & liquor transfer for Ranchman’s to the Biwer Wedding for July 13th. Upon roll call, all present voted yes. Motion carried.

G. PAYROLL

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the salary increase in the amount of \$6,071 per month (\$72,852 per year) for Nichole Degenstein from Human Resources for completion of successful 6 month probationary period. Upon roll call, Uran, Hollekim, Ruland, Jacobson, and Olson voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Hollekim, to approve the salary increase in the amount of \$2,013 per month (\$24,155 per year) for Lisa Lapica from Veterans Service for completion of successful 6 month probationary period. Upon roll call, Hollekim, Ruland, Jacobson, Uran and Olson voted yes. Motion carried.

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve the Temporary Employee Agreement for Andrew Hill from Road & Bridge at a salary of \$20.00 per hour from June 26, 2019 to December 31, 2019. Upon roll call, Hollekim, Olson, Jacobson, Ruland, and Uran voted yes. Motion carried.

H. AGREEMENT

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve signing the updated Memorandum of Understanding between Mountrail County Social Services and Lutheran Social Services of North Dakota that reduces the scope to behavioral health services. Upon roll call, Olson, Hollekim, Jacobson, Uran and Ruland voted yes. Motion carried.

I. SIRENS

Corey Bristol, Emergency Management Director met with the board to discuss the dollar amounts committed and memorandum of agreements in place with affected entities. Emergency Director Bristol discussed the letter from Stanley City requesting assistance in funds for the new sirens that wasn't covered under the grant monies. Comm. Ruland stated thinks all entities should be comparable with reimbursing. Emergency Director Bristol discussed the moving of the Van Hook Siren and utilizing a new one. The old one will be utilized at Clear Lake.

Moved by Comm. Hollekim, seconded by Comm. Uran, to reimburse Stanley City up to \$26,183 for the sirens/updates with understanding the City will sign a memorandum of agreement. Upon roll call, Ruland, Uran, Hollekim, Jacobson and Olson voted yes. Motion carried.

J. COMPREHENSIVE PLAN FOR PLANNING AND ZONING

Hiring a firm to complete the Comprehensive Plan for Planning and Zoning will be discussed at the next

commissioner meeting. Planning and Zoning Administrator Pappa will invite Scott Harmstead with SRF Consulting Group, Inc for further discussion.

K. SOCIAL SERVICE REDESIGN

Discussion was held on the meeting of the rezone for Human Services with McKenzie County and Mountrail County held on June 24, 2019 in New Town Civic Center.

L. EVALUATIONS

Discussion was held on all Appointed Officials Evaluations. Comm. Hollekim stated all evaluations went well and beneficial for both sides. No additional comments provided by the Commissioners.

Moved by Comm. Olson, seconded by Comm. Uran, to approve all appointed officials evaluations for the 2019 year. Upon roll call, all present voted yes. Motion carried.

N. BOARD CONCERNS

Discussion on road traffic on pavement and the concern of utilizing vehicle counts.

A letter will be sent to Farmers Union in Plaza for the confirmation of the future building of the Plaza County Shop.

3. APPOINTMENT SCHEDULED

9:15 A.M.

The second reading was held on the ordinance to amend Article II by adding a new Section XVI, Temporary Freshwater Industrial Use Point of Diversion to the zoning ordinance.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the second reading and final passage of the amendment to add Section XVI of Article II as presented by Zoning Administrator Pappa. Upon roll call, Ruland, Uran, Hollekim, Jacobson, and Olson voted yes. Motion carried.

9:30 A.M.

Alan Ibach, IT with Armor Interactive met with the board to discuss the IT budget for 2020 and also to give an update on all projects taking place. Alan Ibach stated all WIFI is installed and updated. Discussed cleaning up old equipment and getting rid of it. Next project is server upgrades and migration of exchange for emails to new software. Also present was Traci Hysjulien, Clerk of Court.

10:00 A.M.

Lori Hanson, Tax Director met with the board to discuss an unpaid time off request from Teresa Captain.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the unpaid time off request up to 7 days for Teresa Captain per the recommendation of Director Hanson. Upon roll call, Uran, Jacobson, Olson, Hollekim and Ruland voted yes. Motion carried.

10:10 A.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the hiring of a 2 days a week part-time employee for the Human Resource Department.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve advertising for a part-time Human Resource Specialist not exceeding 16 hours per week. Upon roll call, all present voted yes. Motion carried.

11:00 A.M.

Jana Hennessy, Engineer met with the Board to discuss Road & Bridge. Also present were Blair Hynek, Debing Township and Grady Uran with Rat Lake Township, Jeff Ebsch with Brosz Engineering, Steve Farden with Farden Construction, Ryan Minnerath with Central Specialties and Mike Ellis with Liberty Resources.

1. 96TH AVE NW

Engineer Hennessy discussed the bids on 96th Ave NW. Also present were Blair Hynek, Debing Township; Grady Uran, Rat Lake Township; Steve Farden, Farden Construction and Jeff Ebsch with Brosz Engineering. Engineer Ebsch stated there are three options moving forward: reject all bids;

award the lowest bidder or rebid the project. The decision would need to be made by Friday July 5th. Discussion was held on a certificate of indebtedness for the townships to contribute their portion of the cost.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve extending the bid closing for 96th Ave NW to August 7th, 2019. Steve Farden stated he was agreeable to this extension. Upon roll call, Ruland, Hollekim, Uran, Olson and Jacobson voted yes. Motion carried.

2. HAUL ROUTE 57th ST NW

Engineer Hennessy requested the R&B Department to be allowed to meet with CSI for a haul route agreement on 57th St NW to allow a 105,500# by legal weight limit with a cash bond required by CSI.

Moved by Comm. Olson, seconded by Comm. Uran, to approve a haul route agreement with CSI for 57th St NW authorizing 105,500# by legal weight limit with a cash bond and to drop speed limit to 35 mph until construction is completed on CR9. Upon roll call, Olson, Uran, Ruland, Hollekim, and Jacobson voted yes. Motion carried.

3. PROJECT NO ROM-0300(142)

Engineer Hennessy suggested awarding the project ROM-0300(142) to the lowest bidder, Aggregate Construction Inc. and execute the Resolution.

Moved by Comm. Hollekim, seconded by Comm. Jacobson, to approve awarding Aggregate Construction Inc. as the lowest bidder and executing the Resolution in the amount of \$3,042,866.91. Upon roll call, Hollekim, Uran, Ruland, Olson and Jacobson voted yes. Motion carried.

4. TEMPORARY STORAGE LEASE AGREEMENT

Engineer Hennessy suggested a temporary storage lease agreement with Kevin and Joanne Lapica for a frac tank filled with dust control.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve the temporary storage lease agreement with Kevin and Joanne Lapica for dust control. Upon roll call, Jacobson, Ruland, Hollekim, Uran and Olson voted yes. Motion carried.

5. 41st ST NW

Engineer Hennessy discussed the letter from the Osborn Township Board of Supervisors to take control of the first ½ mile on 41st St NW, North of the new Cenex Facility on the west side of Highway 1804 in exchange of maintaining 90th Ave NW between 40th St NW and 41st St NW. A letter will be typed up by Engineer Hennessy and sent to them regarding the exchange of the roads.

6. 74th ST NW/CR 4 SUBGRADE REPAIRS

Engineer Hennessy gave an update on the subgrade repairs on 74th St NW/CR 4. Farden Construction completed the repairing of the blowouts and Mike Ellis with Liberty Resources is requesting the weight limits to be lifted. Liberty Resources will be reimbursing Mountrail County for the repairs.

Moved by Comm. Uran, seconded by Comm. Jacobson, to allow 105,500# by legal weight limit on 74th St NW/CR 4. Upon roll call, all present voted yes. Motion carried.

7. 36th AVE NW

Engineer Hennessy is requesting on the speed limit on 36th Ave NW be changed from 45 mph to 35 mph.

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve changing the speed limit on 36th Ave NW from 45 mph to 35 mph. Upon roll call, all present voted yes. Motion carried.

8. NELSON INTERNATIONAL PLOW TRUCK

Engineer Hennessy received the International Plow Truck in the amount of \$114,800 and the truck box was sent off to a different company. The Nelson Company is requesting payment on the truck.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the payment to Nelson Company in the amount of \$114,800. Upon roll call, Olson, Jacobson, Hollekim, Uran and Ruland voted yes. Motion carried.

9. ROAD CONSTRUCTION UPDATE

Discussion was held on CR 19 and letting CSI enter into the County Right of Way in order to join 36th ST and CR 19.

Moved by Comm. Uran, seconded by Comm. Jacobson, to allow access to CSI for connecting 36th St and CR 19 with no charge to the county. Upon roll call, all present voted yes.

Update was given by Engineer Hennessy on CR 9, 101st Ave NW and the discussion of culverts being replaced.

Engineer Hennessy was approached by Todd Brown regarding the right of way crop encroachment along CR 11. Mr. Brown requested a contractor be hired to seed back to grass but thought the quote obtained by the R& B Department was too high. If the encroachment is not planted into grass by Friday July 5th the County will hire a contractor to seed the grass and bill Todd Brown for the service.

10. ROAD RATING LISTING CHART

Discussion was held on the gravel and paved road charts and the criteria used to prioritize the roads.

4. ADJOURN

The Board adjourned at 1:30 P.M. to meet in regular session on Tuesday, July 16, 2019 at 9:00 A.M. Accepted and approved this 16th day of July, 2019.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa

Mountrail County Auditor