

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, March 19, 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. APPOINTMENTS

9:45 A.M.

Rory Porth, Assessor met with the board to give an update on the soils and Ag land valuations along with an update on his recent trip to Portland, OR for the GIS/CAMA conference.

10:00 A.M.

Stephanie A. Pappa, Planning & Zoning Administrator, Greg Nible, with Ruach Resources, Trevor Hunter, Michelle Phillips, Kelly Barnett, and Stephen Marchesi with Hess were present for the hearing pertaining to the zoning amendment.

Chairman Ruland opened the 10:00 A.M. public hearing to receive comments on the zoning request filed by Hess North Dakota Pipeline LLC, with concurrence from John M Moe, landowner, for an amendment to change land zoned agricultural to industrial for the purpose of building the East Nesson Compressor Station on a 56.02 acre, more or less, plat to be known as an Outlot 1 of the W½ of Section 6, Township 154 North, Range 94 West (Unorganized Township).

Stephanie A Pappa, Planning and Zoning Administrator presented the information from the February 25, 2019 Planning & Zoning Commission recommendation to the Mountrail County Commissioners to approve the zoning request filed by Hess North Dakota Pipeline LLC, with concurrence from John M Moe, landowner, for an amendment to change land zoned agricultural to industrial for the purpose of building the East Nesson Compressor Station on a 56.02 acre, more or less, plat to be known as Outlot 1 of the W½ of Section 6, Township 154 North, Range 94 West (Unorganized Township) contingent on approval from the Mountrail County Commissioners, the outlot plat being recorded, working with Mountrail County Road & Bridge on all new approaches and haul route agreements as Hess North Dakota Pipeline LLC has met all criteria as set forth in Article IV, Section III, of the Mountrail County Zoning Ordinance and is further contingent upon Hess North Dakota Pipeline LLC complying with all other regulations as set forth in the Mountrail County Zoning Ordinance.

Trevor Hunter, Crowley Fleck Attorney for Hess handed out material explaining the project and discussed some of the criteria set forth already completed. Mr. Hunter indicated he did engage with Williams County and they were favorable of project. Also, Mr. Hunter has been in contact with landowner and are working towards placement of trees on her property to provide a buffer. Stephen Marchesi with Hess discussed the project scope, timeline, and objectives.

Greg Nible from Ruach Resources stated was in support of this project.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the request of Hess North Dakota Pipeline LLC, with concurrence from John M. Moe, landowner, for an amendment to the Mountrail County Zoning Ordinance to rezone a 56.02 acre more or less tract of land described as Outlot 1 of the W½ of Section 6, Township 154 North, Range 94 West (Unorganized Township) from agricultural to industrial for the purpose of building the East Nesson Compressor Station in accordance with regulations set forth in Mountrail County Zoning Ordinance and as recommended by the Mountrail County Planning Commission at their February 25, 2019 meeting. Upon roll call, all present voted yes. Motion carried.

10:15 A.M.

Lori Hanson, Tax Director met with the board for the abatement hearing on parcel #56-0042602 for a manufactured home which was removed due to water damage. Tax Director Hanson recommended approving the abatement.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the abatement on parcel 56-0042602 for 2018 year as recommended by Tax Director Hanson. Upon roll call, all present voted yes. Motion carried.

10:20 A.M.

Lori Hanson, Tax Director met with the board to discuss an abatement.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the abatement on parcel 58-0042200 due to 100% Homestead credit for 2018 tax year. Upon roll call, all present voted yes. Motion carried.

10:30 A.M.

Nichole Degenstein, Human Resource met with the board to discuss the Compensation and Performance Plan. Also present were Lori Hanson, Tax Director; Melissa Vachal, Recorder; Candice Grilley, Social Service Director; Traci Hysjulien, Clerk of Court; Jana Hennessy, Engineer; and Laurie Johnson, Jail Administrator. Discussion on the salary forms need to be updated and the verification process of previous employees.

Clerk of Court Hysjulien, along with Auditor Pappa and Recorder Vachal stated that they would like the Clerk I to move from A13 to a B21 and then Clerk II from B21 to B22.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the temporary portion of Determination of Hiring Salary until the completed Compensation and Performance Plan is complete as presented and amended. Upon roll call, all present voted yes except for Comm. Jacobson who voted no. Motion carried.

Discussion on the years of service and how to bring from prior employment experience. The board recommended leaving the current employees as is but new hires will be handled with the Determination of Hiring Salary Plan.

Discussion on employment issues recessed at 11:15 A.M. and then resumed at 12:55 P.M.

Director Grilley spoke concerning the Social Service salaries. Discussion on the different scenarios due to the State Funding and a lot of unknowns. Director Grilley wanted the salary increase all in one year due to the State possibly taking over in a year.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve Scott Duerre remain non-exempt for the 2019 year. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve Nichole Degenstein salary at \$69,360 per year until completion of six month probationary period. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to have Jessica Niemitalo, Treasurer salary at \$63,050 per year to be reviewed again in May. Upon roll call, all present voted yes. Motion carried.

Discussion on the Flex time and when it was implemented. Further discussion on flex time will occur during the Employee Sub-Committee's next meeting.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the discussed salaries for the 2019 Salary Range Plan as amended. Upon roll call, all present voted yes. Motion carried.

11:00 A.M.

Jana Hennessy, Engineer along with Scott Duerre, Engineering Technician met with the board to discuss road and bridge. Also present was Jeff Ebsch, Brosz Engineering.

1. CR 9/101ST AVE NW BID OPENING

Engineer Hennessy stated Central Specialties was the low bid on CR 9, 101st Ave NW.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve signing the notice of award to Central Specialties in the amount of \$13,177,081.42 for CR 9, 101st Ave NW. Upon roll call, all present voted yes. Motion carried.

2. 2019 TOWNSHIP ROAD DUST CONTROL ASSISTANCE

Moved by Comm. Uran, seconded by Comm. Olson, to approve dust control assistance on township roads at \$453 per 1/8 of a mile. Upon roll call, all present voted yes. Motion carried.

3. LAPICA PIT

Moved by Comm. Uran, seconded by Comm. Hollekim, to renew and sign the mining/stock piling agreement for 2019 at the Lapica Pit. Upon roll call, all present voted yes. Motion carried.

4. MARSHALL HOLMEN ANNUAL REQUEST

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve Marshall Holmen to plant crop in the ROW on CR 7 with Marshall Holmen taking on full liability. Upon roll call, all present voted yes. Motion carried.

5. COUNTY MAJOR COLLECTOR (CMC) REVISION UPDATE

Engineer Hennessy gave an update on the NDDOT letter approved change of adding 9 miles of road on 101st Ave NW from ND Hwy 1804 north to US Hwy 2.

6. 96TH AVE NW

Engineer Hennessy stated that the ND Department of Trust Lands would like the County to acquire permanent easement instead of temporary easements along the ROW on 96th Ave NW. Jeff Ebsch, Brosz Engineering presented the ND Department of Trust Lands to buy at least the 50 feet as permanent easement just on the State Lands. Engineer Hennessy recommended to purchase the whole 150 feet as permanent easement.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve purchasing permanent easements at \$1,000 per acre up to the 50 feet along the ROW on 96th Ave NW as required by the ND Department of Trust Lands. Upon roll call, all present voted yes. Motion carried.

Engineer Ebsch discussed the 17 culverts needing replacement but 8 of the culverts are currently out of the 33 feet ROW. Comm. Hollekim would like to know what the Townships would like to do and bring back to the board.

Discussion on the contracts being drafted with Debing and Rat Lake Townships and who is in charge of the maintenance of the road once it is completed.

7. MISCELLANEOUS

Engineer Hennessy gave an update on the future pad and well facilities for Hess to be located in Section 6 in Township 154 North, Range 94 West (Unorganized Township). Engineer Hennessy would like to hire Brosz Engineering to review drawings to make sure plans meet the minimum requirements. The board expressed no objections.

11:45 A.M.

Karen Babbitt, Maintenance Supervisor met with the board to discuss the mold and asbestos quotes on the Plaza Shop and Memorial Building and also spoke concerning the lift.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the mold and asbestos testing at the Plaza Shop and sign the contract. Upon roll call, all present voted yes. Motion carried.

Maintenance Supervisor Babbitt will bring a new quote for the Memorial building at the next Commissioner Meeting. Discussion on the outside lights and light bulbs.

Comm. Jacobson and Comm. Uran left at 12:55 p.m.

3. BUSINESS

A. AGENDA

Moved by Comm. Olson, 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. Uran, to approve the minutes of the March 6, 2019. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Olson to approve the special minutes of the March 8, 2019. Upon roll call, all present voted yes. Motion carried.

C. BILLS

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the bills totaling \$271,337.74. 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 3/19/2019 - PAYMENT 3/19/2019

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
95981	ABRAHAMSON/SANDRA GENERAL FUND	35.00 35.00
95982	AMERICINN OF VALLEY CITY GENERAL FUND	253.80 253.80
95983	AMERIPRIDE LINEN & APPAREL SERVICES GENERAL FUND	486.11 486.11
95984	BATTERIES PLUS BULBS #639 GENERAL FUND	303.90 303.90
95985	BHG INC COUNTY ROAD & BRIDGE FUND	152.00 152.00
95986	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	576.15 576.15
95987	CARD SERVICES GENERAL FUND	131.46 131.46
95988	CBM MANAGED SERVICES GENERAL FUND	4,394.28 4,394.28
95989	CITY OF NEW TOWN COUNTY ROAD & BRIDGE FUND	52.00 52.00
95990	CITY OF PLAZA COUNTY ROAD & BRIDGE FUND	82.50 82.50
95991	COUNTIES PROVIDING TECHNOLOGY GENERAL FUND	3,453.88 3,453.88
95992	DAKOTA DRUG CO GENERAL FUND	454.35 454.35
95993	DAKOTALAND AUTOGLASS,INC COUNTY ROAD & BRIDGE FUND	400.00 400.00
95994	DEANS BULK SERVICE, INC COUNTY ROAD & BRIDGE FUND	203.05 203.05
95995	DEGENSTEIN/NICHOLE GENERAL FUND	209.46 209.46
95996	FARMERS UNION OIL CO-PLAZA GENERAL FUND COUNTY ROAD & BRIDGE FUND	12,786.85 153.01 12,633.84
95997	FIRE EXTINGUISHING SYSTEMS, INC GENERAL FUND	214.90 214.90
95998	G&P COMMERCIAL SALES WEED CONTROL FUND	358.00 358.00
95999	GALLAGHER BENEFIT SERVICES,INC. GENERAL FUND	4,725.00 4,725.00
96000	GOOSENECK IMPLEMENT WEED CONTROL FUND	33,000.00 33,000.00
96001	GRAVEL PRODUCTS INCORPORATED	21,849.49

	COUNTY ROAD & BRIDGE FUND	21,849.49
96002	H.A.THOMPSON & SONS INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	2,282.98 460.48 1,822.50
96003	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	31,800.49 31,800.49
96004	HENNESSY/JIM GENERAL FUND	105.75 105.75
96005	IDEMIA IDENTITY & SECURITY USA LLC GENERAL FUND	5,061.00 5,061.00
96006	INFORMATION TECHNOLOGY DEPT GENERAL FUND E 911 EMERGENCY/WIRELESS FUND	5,957.12 2,315.65 3,641.47
96007	JOHN DEERE FINANCIAL COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	266.19 62.08 204.11
96008	JOHNSON/LAURIE GENERAL FUND	38.99 38.99
96009	JPMORGAN CHASE BANK NA GENERAL FUND	714.04 714.04
96010	K SQUARED ELECTRIC INC GENERAL FUND	365.00 365.00
96011	LA QUINTA INN & SUITES GENERAL FUND	84.60 84.60
96012	LAPICA/LISA VETERAN'S SERVICE OFFICER FUND	526.34 526.34
96013	LAWSON PRODUCTS, INC COUNTY ROAD & BRIDGE FUND	102.46 102.46
96014	LEGAL SERVICES OF NORTH DAKOTA GENERAL FUND	9,337.34 9,337.34
96015	LIGHT HOUSE TRADES, INC. COUNTY ROAD & BRIDGE FUND	105.00 105.00
96016	MAGIC CITY GARAGE DOOR & AWNING GENERAL FUND	5.00 5.00
96017	MARMON/W. DEAN GENERAL FUND	10.00 10.00
96018	MARQUART/ ANDREW S. GENERAL FUND	108.00 108.00
96019	MATTHEW BENDER & CO INC GENERAL FUND	80.10 80.10
96020	MEIERS OIL INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	28,446.76 3,190.69 25,256.07
96021	MENARDS - MINOT GENERAL FUND	156.14 156.14
96022	MIDSTATE TELEPHONE CO GENERAL FUND	3,293.47 3,293.47
96023	MINOT RESTAURANT SUPPLY CO	114.00

	GENERAL FUND	114.00
96024	MOUNTRAIL CO ROAD DEPART 152-93 UNORGANIZED TOWNSHIP 153-93 UNORGANIZED TOWNSHIP 154-94 UNORGANIZED TOWNSHIP 155-94 UNORGANIZED TOWNSHIP	9,875.00 1,625.00 1,750.00 3,250.00 3,250.00
96025	MOUNTRAIL COUNTY MEDICAL CENTER GENERAL FUND	800.00 800.00
96026	MOUNTRAIL COUNTY PROMOTER GENERAL FUND	35.00 35.00
96027	MOUNTRAIL TOWING AND RECOVERY,LLC. GENERAL FUND	110.00 110.00
96028	NAPA AUTO PARTS COUNTY ROAD & BRIDGE FUND	371.45 371.45
96029	ND ASSOCIATION OF COUNTIES E 911 EMERGENCY/WIRELESS FUND	1,545.78 1,545.78
96030	ND ASSOCIATION OF COUNTIES GENERAL FUND	126.00 126.00
96031	ND DEPT OF HUMAN SERVICES GENERAL FUND	3,067.33 3,067.33
96032	ND STATE RADIO COMMUNICATIONS GENERAL FUND	2,328.50 2,328.50
96033	NDCCAA GENERAL FUND	100.00 100.00
96034	NEOFUNDS BY NEOPOST GENERAL FUND	830.60 830.60
96035	NETWORKFLEET, INC. COUNTY ROAD & BRIDGE FUND	828.80 828.80
96036	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	1,571.22 1,571.22
96037	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	1,649.37 1,649.37
96038	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	457.92 87.92 370.00
96039	NORTHWEST COMMUNICATIONS COOP E 911 EMERGENCY/WIRELESS FUND	129.00 129.00
96040	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	2,487.18 861.54 1,479.05 146.59
96041	OLSON/WAYNE GENERAL FUND	245.92 245.92
96042	OTTER TAIL POWER COMPANY COUNTY ROAD & BRIDGE FUND	571.04 571.04
96043	OVERHEAD DOOR COMPANY OF MINOT COUNTY ROAD & BRIDGE FUND	822.40 822.40
96044	PINNACLE COUNTY ROAD & BRIDGE FUND	39,498.01 38,598.22

	SOCIAL WELFARE FUND	899.79
96045	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	23.56 23.56
96046	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	1,516.56 1,516.56
96047	RESERVATION TELEPHONE GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	2,323.62 2,193.19 116.48 13.95
96048	REVELATOR SERVICES COUNTY ROAD & BRIDGE FUND	112.50 112.50
96049	SAFARI FUELS #103 GENERAL FUND	418.73 418.73
96050	SOURIS RIVER TELECOMMUNICATIONS E 911 EMERGENCY/WIRELESS FUND	170.10 170.10
96051	STANLEY HARDWARE SOCIAL WELFARE FUND	62.44 62.44
96052	STANLEY PROFESSIONAL BUILDING VETERAN'S SERVICE OFFICER FUND	650.00 650.00
96053	STAPLES, INC. AND SUBSIDIARIES COUNTY ROAD & BRIDGE FUND	21.54 21.54
96054	STATE TREASURER E 911 EMERGENCY/WIRELESS FUND	5,437.50 5,437.50
96055	THE COUNTRY STORE GENERAL FUND	186.54 186.54
96056	THE SIDWELL COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND	12,220.00 3,240.00 8,980.00
96057	THOMAS LAW FIRM GENERAL FUND	157.50 157.50
96058	TONY'S TRANSFER COUNTY ROAD & BRIDGE FUND	46.00 46.00
96059	TRINITY MEDICAL GROUP GENERAL FUND	45.00 45.00
96060	UNIFORM CENTER GENERAL FUND	1,023.78 1,023.78
96061	UNITED QUALITY COOPERATIVE GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	5,228.44 2,888.85 2,092.19 247.40
96062	US POSTAL SERVICE GENERAL FUND	76.00 76.00
96063	VANGUARD APPRAISALS, INC GENERAL FUND	275.00 275.00
96064	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	809.46 809.46
	FINAL TOTAL	\$271,337.74

D. FEES

Moved by Comm. Uran, seconded by Comm. Olson, to approve the January 2019 fees for the Recorders Office and February 2019 fees for the Sheriff’s Office and Clerk of Court. Upon roll call, all present voted yes. Motion carried.

E. PAYROLL

Moved by Comm. Jacobson, seconded by Comm. Uran, to approve the Temporary to Full-time Employee Agreement for Erik Stone from the Road & Bridge at a salary of \$54,840 per year. Upon roll call, all present voted yes. Motion carried.

F. CONTRACTS

Wade Enget, State’s Attorney discussed the State of ND Office of State Court concerning the municipal court cases in the City of Parshall. Attorney Enget stated currently no agreement is needed due to the City of Parshall having no municipal court and an old contract was still on file at the State.

Discussion was held concerning drafting a contract for boarding of prisoners. Attorney Enget stated if a contract is developed we don’t want to be bound to take a prisoner if qualifications cannot be met.

H. LEGISLATION/BOARD CONCERNS

Discussion on the house bills and senate bills. Comm. Ruland suggested having Armor Interactive start working on the county website.

I. MISCELLANEOUS

Comm. Ruland discussed the Whats App for notifying employees of Mountrail County of weather closures etc. and believes it would be best to make it mandatory to download or have the supervisor be responsible to let the employees know.

Stephanie A. Pappa, Auditor gave an update on the General Financials for the 2019 year.

4. ADJOURN

The Board adjourned at 2:15 P.M. to meet in regular session on Tuesday, April 2, 2019 at 9:00 A.M.

Accepted and approved this 2nd day of April, 2019.

Trudy Ruland, Chairman
Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor