

1. OPENING & ROLL CALL

The Board met in regular session on Wednesday, March 6, 2019 at 10:00 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

10:30 A.M.

Corey Bristol, Sheriff along with Wayne Evans with Prairie Ford met with the board to open the bids for the Sheriff patrol vehicles.

Moved by Comm. Olson, seconded by Comm. Jacobson, to open the bids as bidder's bond was in order. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Jacobson, to approve bid option #2 from Prairie Ford for the purchase of (4) pickups with the modification of purchasing three (3), ½ ton pickup and one (1), ¾ ton pickup at a total bid price of \$158,920 plus approximately \$1,000 additional for the modification to purchase one ¾ ton less \$34,000 for the trade of four patrol vehicles plus \$1,080 per vehicle including the additional options which includes the reverse sensing, 36 gallon fuel tank and power driver seat. The total trade-price for four vehicles, modifications and options would be \$130,240. Upon roll call, all present voted yes. Motion carried.

Wayne Evans, from Prairie Ford stated that the County could have the option to purchase back the 15 Chevrolet 3/4 ton pickup at the same price as the trade-in value.

10:40 A.M.

Lori Hanson, Tax Director met with the board to discuss the Vanguard Program joint contract between the City of Stanley and Mountrail County.

Moved by Comm. Jacobson, seconded by Comm. Hollekim, to approve the Vanguard Program joint contract between the City of Stanley and Mountrail County and completing the conversion of combining into one system in the amount not exceeding \$2,500 for the County's share to be taken out of the 2019 IT budget. Upon roll call, all present voted yes. Motion carried.

10:45 A.M.

Nichole Degenstein, Human Resources met with the board to discuss buying a laptop.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the purchase of a laptop in the amount of \$2,751 from the 2019 IT Budget. Upon roll call, all present voted yes. Motion carried.

10:50 A.M.

Jessica Niemitalo, Treasurer met with the Board to discuss her salary.

Moved by Comm. Uran, seconded by Comm. Olson, to approve raising the salary for Jessica Niemitalo, Treasurer to the amount of \$62,000 per year effective March 1, 2019. Upon roll call, all present voted yes. Motion carried.

11:00 A.M.

Jana Hennessy, Engineer met with the board to discuss road and bridge.

1. MARCH BID LETTINGS

Engineer Hennessy discussed the March 1st bid openings results for culverts, cutting edges, loading and hauling of gravel, crushing and stockpiling of aggregate, sub grade repairs, and applications of dust control products.

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve and award the Road and Bridge March 1st bids for all qualified bidders for projects to be awarded based on lowest price and availability

first, all subject to Road and Bridge department needs. Upon roll call, all present voted yes. Motion carried.

## 2. OLD HWY 2 (TAGUS TO BLAISDELL) BID RESULTS

Discussion on paving Old Highway 2 from Tagus to Blaisdell. Also present were Jerimey and Nichol Bruhn.

Moved by Comm. Jacobson, seconded by Comm. Uran, to approve the lowest bidder for Old Hwy 2 to Bechtold Paving in the amount of \$4,041,876.41. Upon roll call, all present voted yes except for Comm. Hollekim who voted no. Motion carried.

Comm. Hollekim stated she was not in favor of moving forth with the Old Hwy 2 paving project for the following reasons: low traffic counts which doesn't warrant pavement; no assistance from Air Force for future gravel; Palermo to Blaisdell still unpaved; other roads in worse shape; setting a precedent to repave; moved ahead of other priority roads with no explanation or reasoning to base decision; uncertainty of Oil & Gas funding; and Palermo to Stanley was 100% funded thru the NDDOT for paving and higher traffic counts. Chairman Ruland concurred with all comments.

## 3. ROM-0300(134)/INLSOPE REPAIR PROJECT

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the change order #7 in the amount of \$176,960 for ROM-0300(134) Inslope Repair Project with no financial obligation to Mountrail County. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the change order #8 in the amount of \$52,820.00 for ROM-0300(134) Inslope Repair Project with no financial obligation to Mountrail County. Upon roll call, all present voted yes. Motion carried.

## 4. 2019 CHIP SEAL/ SEAL COAT PROJECT

Discussion was held concerning the Chip seal projects around the County and the benefits of micro surfacing some of roads.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve micro surfacing a portion of Routes 13 and 9 and chip sealing the rest of the roads. Upon roll call, all present voted yes. Motion carried.

## 5. 96TH AVE NW/TEMPORARY CONSTRUCTION EASEMENT

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve going forward with the temporary construction easement in the amount of \$125 per acre on 96th Ave NW. Upon roll call, all present voted yes. Motion carried.

## 6. PLAZA SHOP/STANLEY SHOP

Discussion was held on the Plaza shop and whether asbestos and mold should be tested.

Moved by Comm. Olson, seconded by Comm. Uran, to approve Karen Babbitt, Maintenance Supervisor receiving quotes before the next Commissioner meeting for the testing of asbestos and mold at the Plaza Shop. Upon roll call, all present voted yes. Motion carried.

## 7. MISCELLANEOUS

Discussion was held on moving employees around to open offices within the South Complex.

Moved by Comm. Hollekim, seconded by Comm. Uran, to move Scott Duerre and Mary Trahan to the open offices that were IT and P&Z offices with the understanding employee(s) will need to move if space is needed in the future. Upon roll call, all present voted yes. Motion carried.

An email was received from James Styron with NDDOT stating new signal arms will be installed on the Wabek Railroad Crossing with 100% Federal funding.

Engineer Hennessy discussed an email from MWEC regarding 101<sup>st</sup> rebuild project. MWEC is requesting to utilize the old road bed on Old Highway 2 which runs West of Ponchos (currently closed) for the new 3 phase line. State's Attorney Enget stated MWEC should get adjoining landowner's permission before

placing. Discussion was also held on deeding it back to the township. This will be brought back at the next commissioner meeting.

Discussion was held regarding White Earth Bay road. Currently this road is towards the bottom of the priority list. Engineer Hennessy will give an update to all residents.

11:45 A.M.

Alan Ibach, with Armor Interactive met with the board to discuss the priority listings for all IT issues. Alan Ibach stated mainly routers, switches and all Wi-Fi equipment should be updated. Also present were Rory Porth, Assessor and Corey Bristol, Sheriff.

Moved by Comm. Olson, seconded by Comm. Uran, to approve moving forward with the IT priority listing recommended by Alan Ibach with Armor Interactive for purchases totaling \$65,874.71. Upon roll call, all present voted yes. Motion carried.

12:00 P.M.

Discussion on the Gallagher Salary Survey. Present for the meeting were Nichole Degenstein, Human Services, Lori Hanson, Tax Director, Jessica Niemitalo, Treasurer, Jana Hennessy, Engineer, Corey Bristol, Sheriff, Melissa Vachal, Recorder, Tara Grundvig, Assistant Jail Administrator, Candice Grilley, Social Service Director, Karen Babbitt, Maintenance Supervisor and Lynette Vachal, Extension Agent.

Discussion was held on the longevity and whether it should be included in the salary. Comm. Hollekim stated that longevity shouldn't be taken out of budgets. Further discussion will take place at the Special Meeting scheduled for March 8th, 2019 at 10:30 a.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. Jacobson, seconded by Comm. Hollekim, to approve the minutes of the February 19, 2019. Upon roll call, all present voted yes. Motion carried.

C. BILLS

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the bills totaling \$311,899.59 and February payroll, checks #10684-10700 and direct deposit #9419-9477 totaling \$865,796.63. 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](http://www.co.mountrail.nd.us) under the County Commissioner heading.)

**APPROVED 3/06/2019 - PAYMENT 3/06/2019**

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
95879	ACME TOOLS	102.99
	COUNTY ROAD & BRIDGE FUND	102.99
95880	ADVANCED BUSINESS METHODS	2,102.74
	GENERAL FUND	2,102.74
95881	AMERICAN BANK CENTER	2,078.94
	SOCIAL WELFARE FUND	2,078.94
95882	AMERIPRIDE LINEN & APPAREL SERVICES	133.40
	COUNTY ROAD & BRIDGE FUND	133.40
95883	ARMOR INTERACTIVE	5,870.00
	GENERAL FUND	5,600.00
	DOCUMENT PRESERVATION FUND	270.00
95884	ATSSA	145.00
	COUNTY ROAD & BRIDGE FUND	145.00

95885	BHG INC GENERAL FUND	40.00 40.00
95886	BISON MIDSTREAM LLC COUNTY ROAD & BRIDGE FUND	14,000.00 14,000.00
95887	BLUE CROSS BLUE SHIELD GENERAL FUND	206.30 206.30
95888	BOB HAYES ADDICTION SERVICES SOCIAL WELFARE FUND	3,110.00 3,110.00
95889	BOGERT JR/WARREN GENERAL FUND	224.08 224.08
95890	BROSZ ENGINEERING, INC COUNTY ROAD & BRIDGE FUND 154-94 UNORGANIZED TOWNSHIP 155-94 UNORGANIZED TOWNSHIP	21,759.00 12,137.00 7,216.50 2,405.50
95891	BUTLER MACHINERY CO COUNTY ROAD & BRIDGE FUND	1,098.97 1,098.97
95892	CBM MANAGED SERVICES GENERAL FUND	6,494.53 6,494.53
95893	CDW GOVERNMENT COUNTY AGENT FUND	1,669.08 1,669.08
95894	CENTURY EYEWEAR SOCIAL WELFARE FUND	110.00 110.00
95895	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	519.50 370.00 149.50
95896	CITY OF STANLEY GENERAL FUND	710.34 710.34
95897	CLERK OF DISTRICT COURT GENERAL FUND	7.00 7.00
95898	COLUMBIA GRAIN INC GENERAL FUND	250.00 250.00
95899	COMFORT SUITES SOCIAL WELFARE FUND	169.20 169.20
95900	CRAFT/KATHY SOCIAL WELFARE FUND	20.01 20.01
95901	DAKOTA FIRE EXTINGUISHERS, INC. GENERAL FUND WEED CONTROL FUND	361.74 191.87 169.87
95902	DAKOTALAND AUTOGLASS, INC COUNTY ROAD & BRIDGE FUND	470.00 470.00
95903	DANKS/LISA SOCIAL WELFARE FUND	22.75 22.75
95904	DEANS BULK SERVICE, INC COUNTY ROAD & BRIDGE FUND	357.75 357.75
95905	DITTBRENNER WOODWORKING LLC SOCIAL WELFARE FUND	294.50 294.50
95906	DMC WEAR PARTS LLC COUNTY ROAD & BRIDGE FUND	10,059.23 10,059.23

95907	DUCKS UNLIMITED, INC. COUNTY ROAD & BRIDGE FUND	108,900.00 108,900.00
95908	ELMER JESME CONFERENCE OF COUNTIES GENERAL FUND	75.00 75.00
95909	FARMERS UNION LUMBER CO GENERAL FUND	26.64 26.64
95910	FENSTER/KAYLA SOCIAL WELFARE FUND	377.00 377.00
95911	FIRESIDE INN AND SUITES GENERAL FUND	83.70 83.70
95912	FULKERSON FUNERAL HOME GENERAL FUND	657.50 657.50
95913	G&P COMMERCIAL SALES WEED CONTROL FUND	358.00 358.00
95914	GCR TIRES & SERVICE COUNTY ROAD & BRIDGE FUND	241.42 241.42
95915	GEMPLER'S COUNTY ROAD & BRIDGE FUND	79.99 79.99
95916	GILBERTSON/HEATHER SOCIAL WELFARE FUND	267.05 267.05
95917	GRAVEL PRODUCTS INCORPORATED COUNTY ROAD & BRIDGE FUND	24,096.35 24,096.35
95918	GRILLEY/CANDICE SOCIAL WELFARE FUND	266.90 266.90
95919	HANSON/LORI GENERAL FUND	376.00 376.00
95920	HENNESSY/JIM GENERAL FUND	248.88 248.88
95921	HERMANSON/NANCY SOCIAL WELFARE FUND	4.90 4.90
95922	HOLIDAY CREDIT OFFICE GENERAL FUND	2,142.38 2,142.38
95923	INFORMATION TECHNOLOGY DEPT SOCIAL WELFARE FUND	120.40 120.40
95924	KINNEY/SHELLY SOCIAL WELFARE FUND	187.25 187.25
95925	LEES/KAITLYN SOCIAL WELFARE FUND	388.60 388.60
95926	LIGHT AND SIREN COUNTY ROAD & BRIDGE FUND	3,881.00 3,881.00
95927	LINDLEY/MELANIE SOCIAL WELFARE FUND	13.30 13.30
95928	LOCKREM/DAWN SOCIAL WELFARE FUND	143.15 143.15
95929	LOMMEN/ORVIN SOCIAL WELFARE FUND	990.00 990.00
95930	LONIER/RACHEL	38.04

	SOCIAL WELFARE FUND	38.04
95931	LUTTRELL/JANETTE SOCIAL WELFARE FUND	90.37 90.37
95932	MARMON/LOU GENERAL FUND	10.00 10.00
95933	MARTINEZ/DELIA SOCIAL WELFARE FUND	42.70 42.70
95935	MIDSTATE TELEPHONE CO SOCIAL WELFARE FUND	160.55 160.55
95936	MILLS/JAMIE SOCIAL WELFARE FUND	245.00 245.00
95937	MONTANA DAKOTA UTILITIES CO GENERAL FUND COUNTY ROAD & BRIDGE FUND	13,758.53 11,062.23 2,696.30
95938	MOUNTRAIL COUNTY FOOD PANTRY SOCIAL WELFARE FUND	80.00 80.00
95939	MOUNTRAIL COUNTY MEDICAL CENTER SOCIAL WELFARE FUND	32.00 32.00
95940	MOUNTRAIL COUNTY PROMOTER SOCIAL WELFARE FUND	35.00 35.00
95941	MOUNTRAIL COUNTY RECORD SOCIAL WELFARE FUND	40.00 40.00
95942	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	1,931.44 357.37 437.63 1,136.44
95943	MOWBRAY & SON PLUMBING & HEATING INC GENERAL FUND	1,551.54 1,551.54
95944	NAPA COUNTY ROAD & BRIDGE FUND	1,367.51 1,367.51
95945	ND ASSOCIATION OF COUNTIES GENERAL FUND	2,825.55 2,825.55
95946	ND ENVELOPE COMPANY GENERAL FUND	573.11 573.11
95947	ND TRUCK WASH COUNTY ROAD & BRIDGE FUND	150.00 150.00
95948	NDTOA GENERAL FUND	750.00 750.00
95949	NETWORKFLEET, INC. COUNTY ROAD & BRIDGE FUND	826.35 826.35
95950	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	4,855.96 4,855.96
95952	NORTH DAKOTA TELEPHONE CO SOCIAL WELFARE FUND	85.00 85.00
95953	NORTHWEST TIRE INC WEED CONTROL FUND	1,480.00 1,480.00
95954	OFFICE DEPOT INC GENERAL FUND	2,371.83 1,740.52

	COUNTY ROAD & BRIDGE FUND	354.41
	SOCIAL WELFARE FUND	101.66
	COUNTY AGENT FUND	175.24
95955	OGDEN/CRYSTAL SOCIAL WELFARE FUND	262.85 262.85
95956	PAULSON/JANINNE SOCIAL WELFARE FUND	10.81 10.81
95957	PEARL VALLEY OILFIELD SERVICE & RENTALS COUNTY ROAD & BRIDGE FUND	65.00 65.00
95958	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	441.86 441.86
95959	PRAIRIE FORD, INC. GENERAL FUND	709.61 709.61
95960	PRODUCTIVITY PLUS ACCOUNT COUNTY ROAD & BRIDGE FUND	15,332.76 15,332.76
95961	QUALITY INN GENERAL FUND	84.60 84.60
95962	RDO EQUIPMENT CO COUNTY ROAD & BRIDGE FUND	3,871.80 3,871.80
95963	RESERVATION TELEPHONE SOCIAL WELFARE FUND	399.85 399.85
95964	RESIDENCE INN SOCIAL WELFARE FUND	1,015.20 1,015.20
95965	REVELATOR SERVICES COUNTY ROAD & BRIDGE FUND	2,151.54 2,151.54
95966	RYAN GMC COUNTY ROAD & BRIDGE FUND	360.28 360.28
95967	SAFE SITTER SOCIAL WELFARE FUND	16.00 16.00
95968	STEINS INC GENERAL FUND	587.26 587.26
95969	SVEEN/SHADOE SOCIAL WELFARE FUND	22.40 22.40
95970	THE SIDWELL COMPANY GENERAL FUND COUNTY ROAD & BRIDGE FUND	26,749.00 16,065.00 10,684.00
95971	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	144.34 144.34
95972	TOMLINSON/HEATHER COUNTY AGENT FUND	61.93 61.93
95973	TONY'S TRANSFER COUNTY ROAD & BRIDGE FUND	21.00 21.00
95974	TRACTOR SUPPLY COMPANY COUNTY ROAD & BRIDGE FUND	127.42 127.42
95975	VACHAL/MELISSA GENERAL FUND	1,012.80 1,012.80
95976	VERIZON WIRELESS GENERAL FUND	983.81 435.58

	COUNTY ROAD & BRIDGE FUND	344.95
	E 911 EMERGENCY/WIRELESS FUND	203.28
95977	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	436.03 436.03
95978	WOLD/MARIE GENERAL FUND	1,140.00 1,140.00
95979	MEIERS OIL INC GENERAL FUND COUNTY ROAD & BRIDGE FUND	3,335.40 201.20 3,134.20
95980	NORTH DAKOTA ATTORNEY GENERAL GENERAL FUND	929.00 929.00
	<b>FINAL TOTAL</b>	<b>\$ 311,899.59</b>

D. FEES

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve the January 2019 fees for the Clerk of Court. Upon roll call, all present voted yes. Motion carried.

E. TRANSFER

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve the transfer for Oil & Gas Allocations totaling \$982,207.81 for current allocations 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. Uran, seconded by Comm. Olson, to approve the Full-time Employee Agreement for Philip Jernigan from the Sheriff’s Office as a Dispatcher at a salary of \$42,684 per year. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the salary increase for Randy Watson from the Road and Bridge at a salary of \$4,570 per month. Upon roll call, all present voted yes. Motion carried.

G. STOP PAYMENT

Moved by Comm. Olson, seconded by Comm. Uran, to approve the stop payment and reissue the check for the New Town Municipal Court in the amount of \$750.00. Upon roll call, all present voted yes. Motion carried.

H. CONTRACTS

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the contract with Food Services for jail meals from February 1, 2019 to January 31, 2020. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve signing the Ward County Joint Powers Agreement Contract for Boarding Mountrail County Inmates for emergency/unforeseen circumstances. Upon roll call, all present voted yes. Motion carried.

J. BOARD CONCERNS/INFORMATION

Comm. Ruland discussed HB 1066 presentation that occurred in front of the legislation. Comm. Hollekim discussed the Elmer Jesme email concerning SB 2315. Comm. Uran gave an update on the CRIB Board currently at legislation.

Moved by Comm. Uran, seconded by Comm. Olson, to set a special meeting on March 8, 2019 at 10:30 a.m. concerning salaries. Upon roll call, all present voted yes. Motion carried.

4. ADJOURN

The Board adjourned at 4:15 P.M. to meet in special session on Friday, March 8, 2019 at 10:30 A.M.

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



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Trudy Ruland, Chairman

Mountrail County Commissioner

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Stephanie A. Pappa

Mountrail County Auditor