

Proceedings of the Mountrail County Commissioners

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, September 3, 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. Olson, to review and approve the agenda as is. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Hollekim to amend the agenda to include the Oil & Gas Formula. 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 August 20, 2019 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 \$852,833.15 and August payroll checks #10780-10797 and direct deposit #10908-11066 totaling \$946,375.82. Upon roll call, Uran, Hollekim, Ruland, Olson and Jacobson 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 09/03/2019 - PAYMENT 09/03/2019

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Warrant Total</u>
97137	A&W TOWING & RECOVERY, INC. GENERAL FUND	250.00 250.00
97138	ADDCO OFFICE SYSTEMS GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	164.85 54.95 54.95 54.95
97139	ADVANCED BUSINESS METHODS GENERAL FUND SOCIAL WELFARE FUND	8,370.55 5,738.03 2,632.52
97140	AGGREGATE CONSTRUCTION INC COUNTY PARKS FUND	974.63 974.63
97141	AMERICAN BANK CENTER SOCIAL WELFARE FUND	3,131.83 3,131.83
97142	AMERICINN OF VALLEY CITY GENERAL FUND	169.20 169.20
97143	ARMOR INTERACTIVE GENERAL FUND	978.20 978.20
97144	BLAKENSHIP/BREEANN GENERAL FUND	1,000.00 1,000.00
97145	BLUE SHIELD TACTICAL SYSTEMS LLC GENERAL FUND	195.00 195.00

97146	BOB HAYES ADDICTION SERVICES SOCIAL WELFARE FUND	4,850.00 4,850.00
97147	BRAD'S HARDWARE HANK COUNTY PARKS FUND	62.81 62.81
97148	BURLINGTON ELECTRIC, INC COUNTY PARKS FUND	8,060.49 8,060.49
97149	CDW GOVERNMENT GENERAL FUND	7,840.41 7,840.41
97150	CENTRAL SPECIALTIES, INC. COUNTY ROAD & BRIDGE FUND	50,291.46 50,291.46
97151	CIRCLE SANITATION INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	5,223.70 370.00 149.50 4,704.20
97152	CITY OF STANLEY GENERAL FUND WEED CONTROL FUND	2,153.48 2,000.37 153.11
97153	COMFORT SUITES SOCIAL WELFARE FUND	84.60 84.60
97154	CORNERSTONE BANK COUNTY ROAD & BRIDGE FUND	2,500.00 2,500.00
97155	CRAFT ELECTRIC, INC. COUNTY ROAD & BRIDGE FUND	1,225.00 1,225.00
97156	CRAFT/KATHY SOCIAL WELFARE FUND	272.86 272.86
97157	D & L CONSTRUCTION, INC COUNTY ROAD & BRIDGE FUND	28,779.48 28,779.48
97158	DAKOTA DENTAL HEALTH CENTER, PLLC SOCIAL WELFARE FUND	48.00 48.00
97159	DAKOTA DRUG CO SOCIAL WELFARE FUND	68.93 68.93
97160	DAKOTA TRUCK & FARM SERVICE COUNTY ROAD & BRIDGE FUND	98.87 98.87
97161	DEANS BULK SERVICE, INC COUNTY ROAD & BRIDGE FUND	205.02 205.02
97162	DOMBEN/ANDY SOCIAL WELFARE FUND	14.89 14.89
97163	ENVIROTECH SERVICES, INC COUNTY ROAD & BRIDGE FUND	48,614.40 48,614.40
97164	FARMERS UNION LUMBER CO COUNTY ROAD & BRIDGE FUND WEED CONTROL FUND	63.82 3.92 59.90
97165	FIRST DISTRICT HEALTH UNIT COUNTY PARKS FUND	100.00 100.00
97166	FRITEL CONSTRUCTION, INC. 152-93 UNORGANIZED TOWNSHIP 153-93 UNORGANIZED TOWNSHIP 154-94 UNORGANIZED TOWNSHIP	142,066.25 95,078.82 13,002.19 33,985.24
97167	GILBERTSON/HEATHER	1,566.72

	SOCIAL WELFARE FUND	1,566.72
97168	GRINOLDS/RENEE SOCIAL WELFARE FUND	72.55 72.55
97169	HANSON'S EXCAVATING INC COUNTY PARKS FUND	129,760.80 129,760.80
97170	HDR ENGINEERING, INC COUNTY ROAD & BRIDGE FUND	58,058.23 58,058.23
97171	HERMANSON/NANCY SOCIAL WELFARE FUND	10.81 10.81
97172	HIGHLINE WATER, LLC COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
97173	HILL/ALEXIS COUNTY ROAD & BRIDGE FUND	9.00 9.00
97174	HOLIDAY CREDIT OFFICE GENERAL FUND	3,316.78 3,316.78
97175	HORNADAY'S LAND SURVEYING COUNTY ROAD & BRIDGE FUND	3,863.11 3,863.11
97176	I.W.I. INC GENERAL FUND	591.92 591.92
97177	ICS INC WEED CONTROL FUND	144.00 144.00
97178	INFORMATION SYSTEMS CORP DOCUMENT PRESERVATION FUND	2,090.00 2,090.00
97179	INFORMATION TECHNOLOGY DEPT SOCIAL WELFARE FUND	130.10 130.10
97180	JOHN'S SAND & GRAVEL COUNTY ROAD & BRIDGE FUND	39,263.93 39,263.93
97181	JUMA/SAMMY COUNTY PARKS FUND	500.00 500.00
97182	KOHLER COMMUNICATIONS INC GENERAL FUND	2,725.40 2,725.40
97183	KRONOS SAASHR INC GENERAL FUND	592.44 592.44
97184	LAPICA/LISA VETERAN'S SERVICE OFFICER FUND	78.94 78.94
97185	LEES/KAITLYN SOCIAL WELFARE FUND	158.44 158.44
97186	LIGHT HOUSE TRADES, INC. WEED CONTROL FUND	76.00 76.00
97187	LOCKREM/DAWN SOCIAL WELFARE FUND	72.71 72.71
97188	LOMMEN/ORVIN SOCIAL WELFARE FUND	1,395.00 1,395.00
97189	LONIER/RACHEL SOCIAL WELFARE FUND	191.16 191.16
97190	MAC'S, INC COUNTY ROAD & BRIDGE FUND	2.51 2.51

97191	MAINTENANCE PLUS, INC. GENERAL FUND	1,096.00 1,096.00
97192	MEIERS OIL INC COUNTY ROAD & BRIDGE FUND	1,466.40 1,466.40
97193	MENARDS - MINOT COUNTY PARKS FUND	78.29 78.29
97194	MICROTEL SOCIAL WELFARE FUND	208.00 208.00
97195	MIDSTATE TELEPHONE CO SOCIAL WELFARE FUND	157.26 157.26
97196	MINOT ZOO CREW SOCIAL WELFARE FUND	150.00 150.00
97197	MONTANA DAKOTA UTILITIES CO GENERAL FUND COUNTY ROAD & BRIDGE FUND	8,927.84 7,623.41 1,304.43
97198	MOUNTRAIL BUILDERS, INC. COUNTY PARKS FUND	74,460.00 74,460.00
97199	MOUNTRAIL CO ROAD DEPART 152-93 UNORGANIZED TOWNSHIP 153-93 UNORGANIZED TOWNSHIP 154-94 UNORGANIZED TOWNSHIP	101,057.65 58,398.23 6,474.94 36,184.48
97200	MOUNTRAIL COUNTY PROMOTER GENERAL FUND SOCIAL WELFARE FUND COUNTY PARKS FUND	2,010.65 1,732.60 35.69 242.36
97201	MOUNTRAIL COUNTY 4-H COUNTY AGENT FUND	211.09 211.09
97202	MOUNTRAIL TOWING AND RECOVERY,LLC. GENERAL FUND	500.00 500.00
97203	MOUNTRAIL WILLIAMS ELECTRIC COOP GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY PARKS FUND	13,728.96 57.71 155.59 13,515.66
97204	MRC GLOBAL (US) INC. COUNTY ROAD & BRIDGE FUND	39.45 39.45
97205	NAPA AUTO PARTS COUNTY ROAD & BRIDGE FUND	414.97 414.97
97206	ND ASSOCIATION OF COUNTIES GENERAL FUND	80.00 80.00
97207	ND ASSOCIATION OF COUNTIES GENERAL FUND	252.00 252.00
97208	ND ENERGY SERVICES, INC. COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
97209	NDCSW SOCIAL WELFARE FUND	470.00 470.00
97210	NDFLAGPOLEGUY.COM GENERAL FUND	1,100.00 1,100.00
97211	NEWMAN TRAFFIC SIGNS COUNTY ROAD & BRIDGE FUND	1,672.11 1,672.11

97212	NORTH AMERICAN TRAILER SALES, LTD COUNTY ROAD & BRIDGE FUND	2,801.06 2,801.06
97213	NORTH COUNTRY SPORTSWEAR INC GENERAL FUND	1,136.00 1,136.00
97214	NORTHWEST COLLISION AND CUSTOM, INC SOCIAL WELFARE FUND	912.43 912.43
97215	NORTHWEST COMMUNICATIONS COOP COUNTY ROAD & BRIDGE FUND	1,000.00 1,000.00
97216	NORTHWEST TIRE INC WEED CONTROL FUND	816.00 816.00
97217	OFFICE DEPOT INC GENERAL FUND COUNTY ROAD & BRIDGE FUND COUNTY AGENT FUND	1,408.23 1,129.51 58.80 219.92
97218	OSTDAHL/JOANN SOCIAL WELFARE FUND	7.96 7.96
97219	PAULSON/JANINNE SOCIAL WELFARE FUND	28.70 28.70
97220	PINNACLE SOCIAL WELFARE FUND	1,176.72 1,176.72
97221	PLAZA OK HARDWARE COUNTY ROAD & BRIDGE FUND	254.58 254.58
97222	RADISSON HOTEL-BISMARCK GENERAL FUND	676.80 676.80
97223	RESERVATION TELEPHONE GENERAL FUND SOCIAL WELFARE FUND	843.90 444.05 399.85
97224	REVELATOR SERVICES COUNTY ROAD & BRIDGE FUND	1,095.98 1,095.98
97225	RYAN CHEVROLET COUNTY ROAD & BRIDGE FUND	3,118.40 3,118.40
97226	SRF CONSULTING GROUP, INC GENERAL FUND	3,193.04 3,193.04
97227	STANLEY HARDWARE SOCIAL WELFARE FUND	66.94 66.94
97228	STAPLES, INC. AND SUBSIDIARIES GENERAL FUND COUNTY ROAD & BRIDGE FUND	98.73 25.97 72.76
97229	STEINS INC GENERAL FUND	423.20 423.20
97230	STONE CRAFTERS GENERAL FUND	500.00 500.00
97231	STREICHER'S GENERAL FUND	115.97 115.97
97232	SUMMIT FOOD SERVICE, LLC GENERAL FUND	4,228.34 4,228.34
97233	SVEEN/SHADOE SOCIAL WELFARE FUND	9.29 9.29

97234	THIRD WATCH COMMUNICATIONS L.L.C. GENERAL FUND	1,063.60 1,063.60
97235	THOMSON REUTERS-WEST PUBLISHING CORP. GENERAL FUND	144.34 144.34
97236	TOMLINSON/HEATHER COUNTY AGENT FUND	24.98 24.98
97237	TRUENORTH STEEL COUNTY ROAD & BRIDGE FUND	49,315.84 49,315.84
97238	VERIZON CONNECT NWF, INC. COUNTY ROAD & BRIDGE FUND	828.80 828.80
97239	VERIZON WIRELESS GENERAL FUND	46.02 46.02
97240	WARD COUNTY AUDITOR COUNTY LIBRARY-BOOKMOBILE FUND	3,200.00 3,200.00
97241	WESTLIE MOTOR CO COUNTY ROAD & BRIDGE FUND	1,549.77 1,549.77
97242	WESTLIE TRUCK CENTER COUNTY ROAD & BRIDGE FUND	137.58 137.58
	FINAL TOTAL	\$ 852,833.15

D. TRANSFER

Moved by Comm. Jacobson, seconded by Comm. Olson, to approve the transfer for Oil & Gas allocations totaling \$1,305,397.30 for current allocations from the General Fund to County Road & Bridge (60% of Oil & Gas Funds). Upon roll call, Hollekim, Uran, Olson, Jacobson and Ruland voted yes. Motion carried.

E. PAYROLL

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve the full-time agreement for Brent Nettleton as a Road Worker in the amount of \$3,712.50/\$44,550 per month/year. Upon roll call, Uran, Olson, Jacobson, Ruland and Hollekim voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Jacobson, to approve increasing the salary for Eric Huck with Corrections to the amount of \$4,735.66/\$56,828 per month/year for successful completion of probationary period. Upon roll call, Ruland, Uran, Hollekim, Jacobson and Olson voted yes. Motion carried.

F. POLICY

Discussion was held on the proposed Mountrail County Asset Forfeiture and Procedure Policy and the establishment of the Forfeiture Board for expending the monies.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the adoption of the Mountrail County Asset Forfeiture Fund and Procedure Policy with the Forfeiture Board comprised of the Sheriff, States Attorney and Treasurer. Upon roll call, all present voted yes. Motion carried.

G. GRANT

Discussion was held on the Amendment on the Grant for Mountrail County Housing Authority for the amount of \$50,559.42.

Moved by Comm. Uran, seconded by Comm. Olson, to approve signing the Amendment Grant for the Community Development Block Grant for the Mountrail County Housing Authority for the amount of \$50,559.42 with no cost to the County. Upon roll call, Uran, Ruland, Hollekim, Olson and Jacobson voted yes. Motion carried.

H. GREEN GROUP

Wade Enget, State's Attorney discussed the Green Group Holdings request to hire a full-time employee for their Oilfield Landfill site for monitoring. Discussion was held on when a vacation or sick leave is taken. More research will be done on the salary range.

I. MISCELLANEOUS

Discussion was held on the NDACO gift ideas for the Annual Conference.

J. BOARD CONCERNS

Discussion was held on the salaries for 2020 and how to deal with it going forward. The consensus is to go to the Human Resource Advisory Committee and then the recommendation be forwarded back to the Commission.

Karen Babbitt, Head Custodian brought in a quote for the sprinkler system for the Courthouse from Central Dakota Sprinkler. An electrician quote for the system will be presented at the next Commissioner meeting.

3. APPOINTMENT SCHEDULED

9:15 A.M.

Alan Ibach with Armor Interactive met with the board to discuss the 2020 IT budget.

9:20 A.M.

Erin Carlson, UMDHU Nurse came to introduce herself to the Commissioners and updated the Board on the future goals for immunizations, inmate immunizations and testing, and awareness on vaping.

9:30 A.M.

Jessica Niemitalo, Treasurer met with the board to discuss the 2020 Treasurer budget. Longevity will be transferred into the travel side on the budget.

Moved by Comm. Uran, seconded by Comm. Olson, to approve the letter opposing the trust on Lot 17, Block 1, Breslins Addition in New Town City. Upon roll call, Hollekim, Uran, Ruland, Jacobson and Olson voted yes. Motion carried.

9:40 A.M.

Traci Hysjulien, Clerk of Court met with the board to discuss the 2020 Clerk of Court and Clerk of District Court budgets. The longevity in the amount of \$1,400 will be removed from the budget.

9:50 A.M.

Nichole Degenstein, Human Resource Director met with the board to discuss the 2020 budget for Human Resource and Workers Compensation budgets. The longevity will be transferred into the travel.

10:00 A.M.

Melissa Vachal, Recorder met with the board to discuss the 2020 budget for Recorder and Document Preservation. The longevity will be removed from the budget.

10:10 A.M.

Corey Bristol, Sheriff met with the board to discuss the 2020 budget for the Sheriff, E911, Coroner, and Disaster Emergency. Sheriff budget had no longevity included in the revised budget submitted. The employee benefits for insurances in the Sheriff budget were mistakenly omitted so a revised budget will be submitted with an increase.

10:20 A.M.

Candice Grilley, Social Service Director met with the board to discuss the 2020 budget for the Social Services. The longevity will be added as a buffer for the salaries.

10:30 A.M.

Laurie Johnson, Correctional Administrator met with the board to discuss the 2020 budget for the Correctional Facility. The longevity will be added to the medical budget and the phone amount will be removed from the budget.

10:40 A.M.

Lori Hanson, Tax Director met with the board to discuss the 2020 budget for the Tax Director. The longevity will be removed from the budget.

10:50 A.M.

Scott Duerre, Engineer Technician and Mary Trahan, Accountant met with the board to discuss the 2020 budget for the Road Department and Farm to Market. The longevity will be transferred to the part-time salaries.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the formula change for Oil & Gas to 70% County Road and Bridge Fund and General Fund to 30% effective for September payment. Upon roll call, Hollekim, Uran, Ruland, and Olson voted yes, Comm. Jacobson voted no. Motion carried.

Engineer Technician Duerre along with Accountant Trahan also met to discuss Road & Bridge.

1. 96TH AVE NW

Engineer Technician Duerre and Accountant Trahan along with Jeff Ebsch with Brosz Engineering gave an update on 96th Ave NW. Jeff Ebsch stated a 404 permit is still required due to jurisdictional issues with the Corp on the determination of the wetlands. Discussion was held on Rat Lake and Debing townships' feelings of moving forth this year with this joint project. Mr. Ebsch indicated the townships have not been contacted yet due to late notice. State's Attorney Enget stated the issue will present potential changes especially with dates since the project may not start this year. A lot of different changes could potentially affect signing the Notice of Award due to weather conditions and possible traffic next year. Before the Notice of Award is issued Farden Construction and Debing and Rat Lake Townships will meet with the Board on September 17th.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve moving forward with Carlson McCain for the Jurisdiction Delineation for Wetlands not to exceed \$3,000. Upon roll call, Uran, Ruland, Hollekim, Olson and Jacobson voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to table the action on the Notice of Award and Change Order on 96th Ave NW Project. Upon roll call, all present voted yes. Motion carried.

2. 41ST AVE NW

Engineer Technician Duerre discussed the 41st Ave NW request for the County to take over jurisdiction of Osborn Township's portion with exchanging of 90th Ave NW.

Moved by Comm. Olson, seconded by Comm. Hollekim, to approve the roadway exchange with Osborn Township with all jurisdiction for 41st Ave NW township portion from 1804 west to 90th Ave (between Sections 6 & 7 in Osborn Township) being the County's responsibility and all jurisdiction for 90th Ave NW between Section 7 in Osborn Township and Section 12 of Unorganized Township 152-93 being 100% Osborn Township's responsibility. Upon roll call, all present voted yes. Motion carried.

3. CR 9/100TH AVE NW

Engineer Technician Duerre discussed the CR 9/100th Ave NW Preliminary Engineering with HDR.

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the Agreement for Preliminary and Design Engineering with HDR for CR 9/100th Ave NW Reconstruction Project not to exceed \$829,743. Upon roll call, Uran, Ruland, Jacobson, Hollekim and Olson voted yes. Motion carried.

4. CR 3/76TH AVE NW

Discussion was held on why only the three miles were being looked at rather than the whole 7.5 miles for CR 3/76th Ave NW Project. It was decided to do the first three miles first with Sauber Engineering.

Moved by Comm. Uran, seconded by Comm. Olson, to approve sending a letter to Brosz Engineering to terminate the Task Agreement for CR 3, Roadway Reconstruction Project on 76th Ave to McLean County. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Olson, seconded by Comm. Uran, to approve the Agreement for Preliminary and Construction Engineering Services with Sauber Engineering for CR 3/76th Ave NW Project from 33rd St NW to CR 14 not to exceed \$300,000 for phase I. Upon roll call, Ruland, Uran, Olson and Hollekim voted yes. Motion carried.

5. CR 4/LOSTWOOD

Moved by Comm. Uran, seconded by Comm. Olson, to approve sending a letter to Brosz Engineering to terminate the Task Agreement for CR 4, Roadway Reconstruction Project on 74th St. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Uran, seconded by Comm. Hollekim, to approve the Agreement for Preliminary and Construction Engineering services with Sauber Engineering for CR 4/Lostwood West Project from CR 7 to ND Highway 8 not to exceed \$800,000. Upon roll call, Hollekim, Uran, Ruland, Jacobson and Olson voted yes. Motion carried.

6. CR 11/BLAISDELL SOUTH PAVEMENT

Moved by Comm. Uran, seconded by Comm. Jacobson, to approve sending a letter, if needed, to Brosz Engineering to terminate the Task Agreement for CR 11 Blaisdell South Reconstruction Project. Upon roll call, all present voted yes. Motion carried

Moved by Comm. Hollekim, seconded by Comm. Uran, to approve the Agreement for Preliminary and Construction Engineering Services with Sauber Engineering for CR 11/Blaisdell South Mine/Blend or Overlay Project not to exceed \$60,000. Upon roll call, Ruland, Olson, Uran, Hollekim and Jacobson voted yes. Motion carried.

12:30 P.M.

Karen Babbitt, County Custodian met with the board to discuss the 2020 budget for the County Buildings. The longevity will be transferred into the building expense. A listing will be provided for the improvements needed in all County Buildings.

12:40 P.M.

Lynnette Vachal, Extension Agent met with the board to discuss the 2020 budget for the Extension Agent.

12:50 P.M.

Wade Enget, State's Attorney met with the board to discuss the 2020 budget for the States Attorney. The longevity will be transferred to spend on Canvass Pictures wraparounds for the County Courthouse.

1:00 P.M.

Lisa Lapica, Veterans Service Officer met with the board to discuss the 2020 budget for the Veterans Service.

1:10 P.M.

Stephanie A. Pappa, Auditor met with the board to discuss the 2020 budget for the Auditor's Office, the Planning and Zoning and County Parks. The longevity will be put into overtime pay for both the Auditor and Planning and Zoning Budgets.

1:20 P.M.

Jim Hennessy, County Agent met with the board to discuss the 2020 budget for the County Agent and Weed Control. The longevity will be put into a part-time position.

4. ADJOURN

The Board adjourned at 3:20 P.M. to meet in special session on Friday, September 6, 2019 at 8:30 A.M. Accepted and approved this 3rd day of September, 2019.

Mountrail County Commissioner

Mountrail County Auditor