

**REGULAR MEETING, BOARD OF COUNTY COMMISSIONERS  
ROLETTE COUNTY**

The board convened at 9:00 A.M on January 7, 2020 with members Poitra, LaRocque, Moors and Albert present. Chairman Boucher presiding. Zack Poitra also present videotaping, and Cam Mickelson also present

Motion by Albert, seconded by LaRocque to approve the minutes from the previous meeting. On roll call vote, all members voted "AYE". Motion carried unanimously.

The board reviewed letters to be sent to state officers regarding law enforcement assistance. Motion by LaRocque, seconded by Albert to send the letters as on file in the Auditor's office. On roll call vote, all members voted "AYE". Motion carried unanimously.

The board then discussed janitorial duties for the Social Services buildings that are now under the direction of the County Commission, since Social Service board is done, and it is an indirect cost. Also discussed was possibility of having a hired employee to do all janitorial, Snow removal, lawn care, and maintenance for the Social Services, Courthouse and LEC and reimbursement for the indirect social service costs. Motion by Albert, seconded by LaRocque to retain both David Walette for Social Services Building janitorial/maintenance and Tom McCloud, for Courthouse janitorial/maintenance contracts which are in place on a month to month basis, until we see indirect cost reimbursement from Human Service Zone. On roll call vote, member Poitra, Albert, LaRocque and Boucher voted "AYE". Member Moors voted "NAY". Motion carried.

Howard Good was present at the meeting.

The board then discussed the county policies. Motion by Moors, seconded by Poitra to amend the holidays for 2020 for entire day of December 24<sup>th</sup> & 25<sup>th</sup> as holiday. On roll call vote, all members voted "AYE". Motion carried unanimously.

Motion by Poitra, seconded by Moors to approve amended County Holidays for 2020. On roll call vote, all members voted "AYE". Motion carried unanimously.

Motion by LaRoque, seconded by Moors that the following banks be designated as official depositories of county funds and the Pledge of Securities presented from the area banks be approved as follows: Dacotah Bank, \$2,000,000; Rolette State Bank, \$1,200,000, Starion Bank, \$750,000 and Turtle Mountain State Bank, \$400,000. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

Motion by Albert, seconded by Moors that the following policies be approved

That payment of any obligation will not be made unless the bill or voucher has been signed by the person who ordered it;

That county official or supervisor must present a written request to the board prior to overspending a line item within their budget. The request must further state, if the request is approved by the board, which line item in their budget they would request it be transferred from to cover the overspent line item;

That a purchase order and approval must be received from the county board by every department official or employee prior to purchasing or repairing equipment and furniture which exceeds a

total cost of \$1000.00;

That any overtime hours submitted to the auditor for payment must be documented and presented to the board of county commissioners for their review.

That the County Auditor issue salary payroll checks three (3) working days before the end of each month except for the month of December which said payroll checks will be issued on December 20, 2019 and that all employees must file with the county auditor on a monthly basis, a time record and the days and hours taken for vacation and sick leave prior to the middle of each month on forms prescribed by the county auditor;

On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Howard Good and Cam Mickelson then addressed the board with concerns on roads in Fairview Township. They both voiced complaints on the condition of roads in Fairview; especially the Kyle Road, which has been, has been bad for the past few years. They cited washboards, lack of gravel, need to rebuild the roads and poor maintenance of the road. They also questioned if the road funds were being used to pay for the jail. The board explained that the road was wider due to the wind tower project and requires more maintenance and the larger farm equipment and larger trucks are hard on the roads. The board agreed to look at the roads and get back to them.

Motion by Albert to accept road policies as on file, seconded by Poitra. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Poitra, seconded by Moors, to approve Zions Bank payment in the amount 172,025. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Albert, seconded by Moors to approve request from Turtle Mountain Band of Chippewa for parcels to be exempt on the Turtle Mountain Indian Reservation. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Albert, to write off road bills for Paige Delorme, Charles LaFloe, and Robert Harviell, seconded by Moors and move to uncollectable road bills. On roll call vote, commissioners Moors, LaRocque, Albert and Boucher voted "AYE". Commissioner Poitra voted "NAY". Motion carried unanimously.

Motion by Albert, seconded by LaRocque to place a road lien on taxes for Delmer Langan and Lorne Jay for 2018 road bills. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

The board then discussed updates from various committees.

Motion by Moors, seconded by LaRocque to serve on the School Reorganization Board for a term expiring 6/30/22. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Albert, seconded by LaRocque to approve invoice for Preliminary Engineering for \$25,077.50. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Albert, seconded by LaRocque to amend the 2020 budget for the St. John Contract Policing for \$91,414, due to contract approved September 2019. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Albert, seconded by Poitra to approve quote for computer purchases for the Auditor, Treasurer and Tax Director for \$5,116.77 from NRG. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Commissioner Moors then voiced a list of complaints regarding the County Auditor and minutes, and video in the recorder's office that someone was in her office after hours. Commissioner Moors made a motion that board minutes had to be presented to the County Commission 3-4 days after a meeting. The motion died for lack of a second.

On motion and unanimously approved, the following reports and statement of fees were received and filed: Sheriff, \$51,525.39; Recorder \$2,880.50, Recorder Preservation Fees, \$234; Recorder, State fees, \$35 and Treasurer's Total Collections, \$792,789.66 and Auditor's Total Payments, \$871,025.78.

On motion by Albert, seconded by LaRocque and unanimously approved, and the following county bills be allowed and ordered paid:

CHECK #	VENDOR	AMOUNT
D 700678	COMMERCIAL CARD SOLUTIONS	5793.79
D 700680	NEOPOST	660.00
D 700681	NEOPOST	2100.00
D 700682	ND PUBLIC EMPLOYEES RETIREMENT	23299.20
D 700683	JOB SERVICE NORTH DAKOTA	6908.72
D 700684	COMMERCIAL CARD SOLUTIONS	6361.82
D 700685	MARCO	8343.32
D 700689	ND PUBLIC EMPLOYEES RETIREMENT	25420.83
G 51541	PAYSTUBZ	200.00
G 51542	MOUNTAIN LAKE SERVICE ZONE	52632.66
G 51543	AFLAC	1660.77
G 51544	AMERITAS LIFE INSURANCE CORP	450.26
G 51545	KYLE BRUNELLE	96.00
G 51546	CITY OF ROLLA	351.40
G 51547	CITY OF ROLLA	308.15
G 51548	CARDMEMBER SERVICE	54.99
G 51549	COLONIAL SUPPLEMENTAL INS	340.13
G 51550	COLE PAPERS INC	781.79
G 51551	DAKOTA FIRE EXTINGUISHERS	179.74
G 51552	DALES CASH SUPPLY	2588.17
G 51553	DAKOTA BUSINESS SOLUTIONS	240.99
G 51554	DELL MARKETING LP	4010.23
G 51555	DSM INC	310.50
G 51556	DUNSEITH HARDWARE	213.71
G 51557	JOSHUA FREY	1579.40
G 51558	GALLS LLC	173.80
G 51559	GCR DEVILS LAKE	758.72
G 51560	GOVERNSOFT	13317.00
G 51561	GREATWEST LIFE AND ANNUITY	100.00
G 51562	HA THOMPSON AND SONS	1945.00
G 51563	MARK HEINZ	69.60
G 51564	H & H TRUCKING	12332.56
G 51565	INFORMATION TECHNOLOGY DEPT	4019.56
G 51566	J AND M SERVICE STATION	157.89
G 51567	JOC INC	2603.93
G 51568	KITTLESONS TRUCK REPAIR	161.75
G 51569	GERALD KRECH	121.80
G 51570	LEGACY COOPERATIVE	1109.21
G 51571	MARCO INC.	378.00
G 51572	MARCO INC	663.98
G 51573	MARCO TECHNOLOGIES LLC	321.88
G 51574	JEFF MARTY	340.80
G 51575	TOM MCCLOUD	1850.00
G 51576	MEDICO LIFE & HEALTH INSURANCE	385.75
G 51577	MIDSTATES WIRELESS	4602.50
G 51578	ELDON MOORS	1000.00
G 51579	NATIONAL ASSOCIATION OF COUNTI	450.00
G 51580	NORTH CENTRAL PLANNING COUNCIL	10680.00

G	51581	ND ASSOCIATION OF COUNTIES	6811.00
G	51582	ND ASSOCIATION OF COUNTIES	21.00
G	51583	NDACO RESOURCES GROUP	39465.20
G	51584	NEAMEYER BODY SHOP	451.12
G	51585	NODAK STORE INC	385.54
G	51586	NORTHERN EQUIPMENT	59.83
G	51587	NORTH DAKOTA ENVELOPE COMPANY	83.55
G	51588	NORTH CENTRAL ELECTRIC COOP	213.00
G	51589	NORTHERN PLAINS ELECTRIC COOP	867.00
G	51590	OFFICE DEPOT	89.50
G	51591	OTTERTAIL POWER COMPANY	599.74
G	51592	OTTERTAIL POWER COMPANY	1152.99
G	51593	OTTMAR AND OTTMAR	126.00
G	51594	PRESENTATION MEDICAL CENTER	594.00
G	51595	PRIDE DAIRY	89.28
G	51596	ROLLA IMPLEMENT	400.50
G	51597	TURTLE MTN PUBLIC	20.50
G	51598	TM STAR	211.41
G	51599	TM COMMUNICATIONS	2502.18
G	51600	TWEED COUNTRY AG	119.37
G	51601	WALLWORK TRUCK CENTER	309.84
G	51605	ND ASSOCIATION OF COUNTIES	1272.64
G	51608	ZIONS BANK	172025.00
G	51609	AMBER AZURE	76.15
G	51610	BUSTERS REPAIR AND SERVICE	160.00
G	51611	BUTLER MACHINERY COMPANY	3192.19
G	51612	CENEX FLEETCARD	1236.78
G	51613	CITY OF ROLLA	798.17
G	51614	CITY OF ST JOHN	97.00
G	51615	CTI METALWORKS	5510.00
G	51616	DALES CASH SUPPLY	357.14
G	51617	DARVS TIRE AND AUTO REPAIR	445.00
G	51618	GRAND FORKS COUNTY	7425.00
G	51619	GUARDIAN FLEET SAFETY	722.60
G	51620	J AND F TOWING	650.00
G	51621	ANDREW S MARQUART	486.00
G	51622	MIDCONTINENT COMMUNICATIONS	61.47
G	51623	MUNRO ACE HARDWARE	284.31
G	51624	ND ASSOCIATION OF COUNTIES	600.00
G	51625	ND POST BOARD	100.00
G	51626	ND STATE RADIO COMMUNICATIONS	360.00
G	51627	NDSU EXTENSION	13456.54
G	51628	NORTH DAKOTA TELEPHONE CO	2.06
G	51629	NORTH CENTRAL GRAIN	2781.53
G	51630	OFFICE OF ATTORNEY GENERAL	410.00
G	51631	OTTERTAIL POWER COMPANY	3644.42
G	51632	PHARMCHEM INC	85.65
G	51633	TODD POITRA	103.50
G	51634	PRESENTATION MEDICAL CENTER	21.29
G	51635	PRIDE DAIRY	258.96
G	51636	TOWN AND COUNTRY TESORO	42.01
G	51637	TRI CARE HOME HEALTH	1525.00
G	51638	THOMSON REUTER WEST	182.94
G	51639	TUOMALA PLUMBING AND HEATING	63.18
G	51640	TM COMMUNICATIONS	429.83
G	51641	VERIZON WIRELESS	199.12
G	51642	WARD COUNTY DETENTION CENTER	100.00
G	51643	WOLD ENGINEERING PC	25077.50
G	51644	WORTHINGTON AND SHULTZ PC	22.76
		ROAD DEPARTMENT DEC PAYROLL	31,562.27
		SOCIAL WELFARE DEC PAYROLL	107,276.88
		GEN, L-ENF, ETC DEC PAYROLL	158,364.83
		TOTAL	\$798,472.57

On motion and unanimously approved, the board then adjourned to January 21, 2020.

January 21, 2020

The board convened at 9:00 A.M., January 21, 2020 members LaRocque, Moors, Albert and

Poitra present. Member Boucher presiding. Victoria Poitra videotaping and Brian Grosinger, State's Attorney also present.

Motion by Albert, seconded by LaRocque to approve raffle permit for North American Wildlife Enforcement Education and Memorial. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Albert, Moors to approve zoning amendment and Conditional Use Permit, Anhydrous Ammonia License Application for Farmers Union oil of Willow City for an anhydrous loading facility located in a 4 acre tract in the NW1/4NW1/4NW1/4, Section 36-159-73. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Nathan Gustafson, Sheriff joined the meeting.

Motion by LaRocque, seconded by Moors, to approve Bridge Inspection and Load Rating Services Agreement with NDDOT. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Brad Robertson and Kent Indvik, Wold Engineering met with the board to discuss road projects. Discussion on Farm to Market road system and how to make changes to road designations. Brad informed the board that changes made by the County Commission could be submitted to NDDOT for their approval.

Lorne Jay appeared before the board to discuss a road bill to repair damages to a section line road caused by his semi and trailer, while moving hay. Lorne explained that the county had put in an approach several years ago for a Judy Bursinger and had damaged his fence, which he fixed at his own expense and felt that he should not have received the bill for the road damages. Motion by Albert, seconded by Poitra to remove the road bill and lien for Lorne Jay, for \$480, due to damage to his fence on a previous road project. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Brad and Kent then continued discussing project SC-4006(067) and reviewed Engineering Plans and Engineer's Opinion Probable Cost for St. John road widening. Discussion on the water situation in the road right of way along the project. Motion by LaRocque, seconded by Albert to approve Engineering plans and Engineer's Opinion Probable Cost for St. John road widening of 4.5 miles for \$570,000, which will have an 80/20 split with NDDOT. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Wendy Belgarde Tax Director met with the board to review applications for abatement to taxes. Motion by Albert, seconded by LaRocque to approve abatement for Rolla JDA, for 4 months of ownership in 2019, as they are tax exempt on parcel #29085. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Albert, seconded by Moors to approve applications for abatement as presented for approval of Homestead Credit for 2019 tax year on Mable St. Pierre, parcel #26140, Ethel Duchesneau, parcel #29017, Eugene & Rita Allery, parcel #30475-045, David & Christine Flufrer, parcel #8015-025, Jennifer Ramey, parcel #29685, Alice Christoferson, parcel #26134, Shirley Trottier, parcel #26412, Raymond & Linda Vallie, parcel #11102-055, Valerie Belgarde, parcels #30018, 30019, & 30020, Alfred & June Mongeon, parcel #27145, and Albert Parisien, parcel #11044-050 for Veteran's Credit of 50%, Marlin Morin, parcel #8016 for Veteran's Credit of 100%, Barbara Thomas Trust, parcel #14079 for structure that was removed, Dennis & Donna Neameyer, parcel #29309 for structure that was removed, Maxine Delorme, parcel #11035-050 for property that was changed to exempt status, and Jeff Davis, parcel #11115 for assessment

error. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by LaRocque, seconded by Moors to approve County Deed to the City of St. John for Lots 4, 5, 7, 8, Varty's Second Addition, City of St. John. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Committee reports for Public Health, Social Service/Human Service Zone, Housing Authority and Home Rule Charter were discussed.

Nathan Gustafson, Sheriff addressed the board then with several issues regarding his department. The board took no action.

Commissioner Poitra then directed inquiry to the board and specifically Merle Boucher, as member of the Social Service board, that became a part of the Mountain Lake Human Service Zone, regarding not getting minutes from the meetings in 2019 in a timely manner and personnel issues, from April and May that he felt had not been addressed by the Mr. Boucher and the Social Service Board, at that time or by the time that the functions were turned over to the Human Service Zone on January 1, 2020. Discussion on the issues with Social Service in the past year. Craig requested that Merle step down as Human Service Zone member, because he did not have confidence that he would represent Rolette County. No action by Merle. Motion by Poitra, to remove Commissioner Boucher from the appointment to the Mountain-Lake Human Service Zone board. Motion seconded by Moors. Members discussed the motion. On roll call vote, member Moors, Poitra and Boucher voted "AYE". Members Albert and LaRocque voted "NAY". Motion carried.

On motion and unanimously approved, the board adjourned until February 4, 2020.

Merle Boucher  
Chairman, Board of County Commissioners  
Rolette County, North Dakota

ATTEST

Valerie McCloud  
Rolette County Auditor