

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

The board convened at 9:00 A.M. January 2, 2019 with members Poitra, LaRocque, Albert, and Moors present. Chairman Boucher presiding.

Motion by LaRocque, seconded by Moors to appoint Bob Leonard, Sr. to County Park Board for a 1 year term to replace Mel Kuhn. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

Brad Robertson, Wold Engineering met with the board at this time to discuss road projects. Motion by Albert, seconded by Poitra to approve payment of Wold invoice for \$55,982.25 for St. John street reconstruction project. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

Tracy Davis, Clerk of Court met with the board to discuss smell policy for the county and office closure for inclement weather. No action was taken at this time.

Motion by Moors, seconded by LaRocque 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 approval before payment can be made to that employee;

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;

That the Holiday schedule for the ensuing year 2019, be approved as on file;

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

Motion by Moors, seconded by LaRocque 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.

On motion and unanimously approved, the following reports and statement of fees were received and filed: Sheriff, \$78,573.16; Recorder \$2,173, Recorder Preservation Fees, \$153; and Recorder State Funds; \$175 and Treasurer's Total Collections, \$774,166.91 and Auditor's Total Payments, \$626,319.49.

On motion and unanimously approved, the Social Service bills amounting to \$108,582.52 for administration and county poor programs and the following county bills be allowed and ordered paid:

CHECK #	VENDOR	AMOUNT
D 700575*	NEOPOST	2,708.77
D 700576	ND PUBLIC EMPLOYEES RETIREMENT	27,711.76
D 700579	COMMERCIAL CARD SOLUTIONS	10,072.46
G 049962	AFLAC	1,679.64
G 049963	AMERITAS LIFE INSURANCE CORP	1,314.34
G 049964	AMERIPRIDE	59.88
G 049965	CB TRANSPORT	950.00
G 049966	CITY OF ROLETTE	852.00
G 049967	CLARION HOTEL	482.00
G 049968	COLONIAL SUPPLEMENTAL INS	577.17
G 049969	DAKOTA FIRE EXTINGUISHERS	93.95
G 049970	ELECTROLUX VACUUMS SALES	98.40
G 049971	GOVERNSOFT	12,683.00
G 049972	GREAT-WEST LIFE & ANNUITY	200.00
G 049973	INTOXIMETERS	305.00
G 049974	LEEVERS SUPER VALU	3.98
G 049975	MARCO INC	640.18
G 049976	MARCO TECHNOLOGIES LLC	304.03
G 049977	TOM MC CLOUD	1,850.00
G 049978	MEDICO LIFE & HEALTH INSURANCE	327.50
G 049979	MYERS PARTS OF BOTTINEAU	143.35
G 049980	NATIONAL ASSOC. OF COUNTIES	450.00
G 049981	ND ASSOCIATION OF COUNTIES	6,693.00
G 049982	NORTH CENTRAL ELECTRIC COOP	192.00
G 049983	OTTERTAIL POWER COMPANY	5,129.24
G 049984	PINKY'S AGGREGATES, INC	131.21
G 049985	TODD POITRA	98.10
G 049986	PRAIRIE TRAIL AUTO	1,781.25
G 049987	ROLLA IMPLEMENT	158.43
G 049988	SANFORD HEALTH PLAN	730.40
G 049989	TM COMMUNICATIONS	1,794.27
G 049990	TYLER TECHNOLOGIES	3,173.02
G 049991	VERIZON WIRELESS	172.22
G 050001	WOLD ENGINEERING P C	55,982.25
G 050002	ND ASSOCIATION OF COUNTIES	418.17
G 050005	AMERIPRIDE	119.76
G 050006	AUTO VALUE PARTS STORES	57.92
G 050007	BALCO UNIFORM	1,059.26
G 050008	BILL'S SERVICE	32.08
G 050009	BUTLER MACHINERY COMPANY	4,761.41
G 050010	CENEX FLEETCARD	203.37
G 050011	CITY OF ROLLA	277.20
G 050012	CITY OF ROLLA	50.00
G 050013	CITY OF ROLLA	580.52
G 050014	COLE PAPERS, INC	710.39
G 050015	DALE'S CASH SUPPLY	37.04
G 050016	DARWINS TOWING	400.00
G 050017	DENNIS KUBISCHTA	170.00
G 050018	DOUG & MARY'S JACK & JILL	69.41
G 050019	DSM, INC.	270.00
G 050020	DUNSEITH HARDWARE	61.45
G 050021	GALLS, LLC	90.00
G 050022	GREEN CAT SERVICES LLC	850.00
G 050023	GUSTAFSON OIL COMPANY	46.09
G 050024	HAAS TIRE	137.00
G 050025	HARLOWS BUS SERVICE	376.66
G 050026	H & H TRUCKING	2,852.26
G 050027	INFORMATION TECHNOLOGY DEPT	3,856.17
G 050028	INFORMATION TECHNOLOGY DEPT	1,550.00
G 050029	J O C INC	1,337.66
G 050030	LEEVERS SUPER VALU	5.94
G 050031	LANGUAGE LINC SERVICES	30.00
G 050032	MARCO, INC.	1,057.38
G 050033	MARCO TECHNOLOGIES LLC	696.87
G 050034	MEARS IMPLEMENT	202.95
G 050035	MIDCONTINENT COMMUNICATIONS	59.04
G 050036	MIKKELSEN AGGREGATE	270.00
G 050037	MUNRO ACE HARDWARE	181.06
G 050038	ND ASSOCIATION OF COUNTIES	54.00
G 050039	ND ASSOCIATION OF COUNTIES	45,666.83
G 050040	N D STATE RADIO COMMUNICATIONS	360.00
G 050041	NORTH DAKOTA TELEPHONE CO	258.12
G 050042	NODAK STORE, INC.	511.47
G 050043	NORTHERN PLAINS ELECTRIC COOP	795.00
G 050044	NORTH CENTRAL GRAIN	810.81

G 050045	NORTH CENTRAL GRAIN	377.41
G 050046	NORTH 40	10,590.65
G 050047	ND 911 ASSOCIATION	50.00
G 050048	OFFICE DEPOT	230.73
G 050049	OFFICE OF ATTORNEY GENERAL	1,015.00
G 050050	PHARMCHEM, INC.	57.10
G 050051	POWERPLAN OIB	295.28
G 050052	ROLLA IMPLEMENT	154.95
G 050053	ROLLA DRUG INC	120.58
G 050054	ROLLA OIL	2,644.00
G 050055	THEEL MOTORS INC	57.00
G 050056	TURTLE MTN PUBLIC	20.50
G 050057	TRI CARE HOME HEALTH	1,125.00
G 050058	TUOMALA PLUMBING & HEATING	738.22
G 050059	TM STAR	573.01
G 050060	TM COMMUNICATIONS	3.79
G 050061	TM COMMUNICATIONS	1,190.55
G 050062	TWEED COUNTRY AG	58.97
G 050063	US FOODS, INC	300.41
G 050064	VERIZON WIRELESS	73.60
G 050065	WALLWORK TRUCK CENTER	53.64
G 050066	ZIONS BANK	175,025.00
G 050067	ZUERCHER TECHNOLOGIES LLC	6,150.00
	ROAD DEPT DEC PAYROLL	30,339.17
	SOC SERVICES DEC PAYROLL	97,968.83
	GEN, L-ENF, ETC DEC PAYROLL	140,528.54
	TOTAL	\$ 680,618.02

On motion and unanimously approved, the board then adjourned to January 8, 2019.

January 8, 2019

The board convened at 9:00 A.M. January 8, 2019 with members Poitra, LaRocque, Albert, and Moors present. Chairman Boucher presiding. John Rosinski, Turtle Mountain Star was also present.

The board met in special session to meet and discuss jail issues with Nathan Gustafson, Sheriff, Joe Boehm, Chief Deputy Sheriff, Kim Nadeau, Jail Administrator and Amber Rogers. The board discussed lack of a signed contract with BIA for holding inmates. The board then held a conference call with Captain Davis, with the BIA to discuss the matter, along with number of inmates being held, rates, length of stay, etc. Captain Davis informed the board that the contracting officer moved to a different position and staff is currently furloughed, but will make sure it gets handled ASAP when staff returns. Length of stay was also discussed and Captain Davis let the board know that they transfer long-term inmates, or inmates looking at 90+ days to Oklahoma to a facility where rates are only \$40/day, and that will likely not change. Chairman stated that they will send a memo to BIA regarding what Rolette County can offer to assist BIA with housing inmates.

Also discussed was the need for a maintenance person at the jail, to handle day to day issues with equipment, HVAC, minor repairs, etc. After much discussion the Jail Moors, and Albert will meet with Kim and Nathan in the near future to review needs and to come up with a plan.

Motion by Albert, seconded by Moors to approve removing Gerald Medrud and adding Nathan Gustafson, Sheriff to the Turnkey Account at Starion Bank effectively immediately. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by LaRocque and unanimously approved the board then adjourned to January 15, 2019.

January 15, 2019

The board convened at 9:00 A.M. January 15, 2019 with members LaRocque, Albert, and present. Commissioner Boucher and Poitra absent. Vice-Chairman Moors presiding.

Motion by Albert, seconded by LaRocque that road polices as adopted by the board previously with amendments be approved for the ensuing year. On roll call vote, all commissioners voted "AYE". Motion unanimously carried

Motion by Albert, seconded by LaRocque to attach the following road liens to real estate taxes, \$253 for Richard Hanlan; \$782.40 for Guy Garrison; and \$469.80 for Hoshea Morley. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

Motion by Albert, seconded by LaRocque to make payment to Zion's Bank for \$175,025. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

Motion by Albert, seconded by LaRocque to approve overtime in the following amounts, \$963.36 for Duane Charette, \$210.84 for Howard Longie, \$1,645.89 for Ann Millerbernd, \$202 for Todd Parisien; \$373.92 for April Azure, \$6.56 for Gordon Chapman, and \$65.60 for Ryan Hiatt. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

Chairman Boucher joined the meeting at this time and presided over the remainder of the meeting.

Rodney Phelps and Donald LaRocque, with St. John City and Nathan Gustafson met with the city at this time to discuss delinquent balance due to the county for St. John Police contract before the contract was terminated in 2017. Discussion on services, and payment options for the city. The city will meet and discuss further and report back to the County Commission in approximately 1 month. The city briefly discussed resuming a contract with the city, but will look at paying off delinquent balance before proceeding.

Todd Poitra, VSO met with the board at this time and presented an Annual VSO Report. The board took no action.

Matt Dunlop, Sherwood Haakenson and Kurt Lagerquist, Rolette County Water Resource Board met with the board at this time. Discussion on the dues paid to Devils Lake Basin Joint Water Board, which amount to \$5500 and if the funds could better be used for projects in the county. Motion by Moors, move to have Rolette County Water Board withdraw its membership from the Devils Lake Basin; as the funds would be better served for projects in the County. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

Motion by LaRocque, seconded by Albert to accept resignation of Merle Boucher from Board of Health and for Eldon Moors, Sr. from the County Planning Commission. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

Motion by Albert, seconded by LaRocque to appoint Craig Poitra to the Board of Health for an unexpired term to replace Boucher and County Planning and Zoning Commission to replace Moors. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

Wendy Belgarde, Tax Director met with the board with applications for abatement of taxes. After review, motion by LaRocque, seconded by Moors for 2018 taxes qualification of Homestead Credit for Kenneth Langan on parcel #10393; Lee Halvorson on parcel #27295; Scott Siegrist of parcel #20-8000-1000; Ken Turner on parcel # 29732; Jerry Overby on parcel #9177; James Thieffault on parcel #26224; Bernice Smith on parcel #2103; Helen Boguslawski on parcel #26446; George Allery on parcel #30051; John Hanson on parcel #30204, 30205 & 30206; Valerie Belgarde on Parcel #30018, 30019 & 30020; Trenton Disrud on parcel #29217; James Church on parcel #17076; Leonard Champagne on parcel #11049, Richard Woolverton on parcel #27370; and for Vet Credit and Homestead Credit for Dennis Cote on parcel #29893; and Grace Prouty on parcel #5850 for mobile home which was removed from property. On roll call vote, all commissioners voted "AYE". Motion unanimously carried.

On roll call and unanimously approved, the board adjourned until February 5, 2019.

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

ATTEST

Valerie McCloud  
Rolette County Auditor