

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

The board convened at 9:00 A.M on January 5, 2021 with members Craig Poitra, Henry LaRocque, Allen Schlenvogt and Archie Metcalfe present. Chairman Eldon Moors presiding. Also present was Zack Poitra, Brian Grosinger, State's Attorney, Kandace Desjarlais, Treasurer, Nathan Gustafson, Sheriff, Sarah Bruce, Recorder, and John Rosinski, Turtle Mountain Star.

The board review department over-expenditures for the 2020 Budgets. Kandace Desjarlais, Treasurer discussed several line items that were overspent in her budget due to work from home, and estimated tax notices, delinquent notices and tax statements. Nathan Gustafson, Sheriff reviewed the over-expenditures within his budget also. Diane, VSO gave a report of the VSO expenditures and activities. The board continued to review the remaining 2020 budgets, including over-expenditures.

Sheriff Gustafson then discussed several items within his department with the board. Motion by Schlenvogt, seconded by LaRocque to retain Sheriff's Deputy Andrew Saari, who was working the Dunseith Contract which ended on December 31<sup>st</sup>, and add the line item expenditure to the Sheriff's budget for 2021. On roll call vote, all members voted "AYE". Motion carried unanimously.

Sheriff Gustafson and Mitch Slater, Chief Deputy then discussed purchasing Open Fox, Mobile Terminal License for deputies' vehicles, which would allow them to check license plates, warrants, Drivers License, etc. while on the road. This is typically done by 911/Dispatch, but would speed up traffic stops, especially when dispatch is busy. This software would be installed on the laptops in the vehicles, at a cost of \$450/laptop and then would have fees of \$400/month for service. Motion by Poitra, seconded by LaRocque to approve purchase of Open Fox software for 4 laptops, and related service to operate, at an initial cost of \$1800 and thereafter \$400/month. On roll call vote, all members voted "AYE". Motion carried unanimously.

Wendy Belgarde, Tax Director met with the board regarding applications for abatement of taxes. After review, motion by Schlenvogt, seconded by Metcalfe to approve applications for Homestead Credit for Donald Hosmer, Jerry Overby, Wanda Halone, Louella Herman and Alyce Lunde; for Henry LaRocque, Raymond Ostreim, Tara Jollie, George Gottbreht for residential structures removed, David LaRocque for duplicate parcel and Aaron Disrud for Farm Residence Exemption. On roll call vote, all members voted "AYE". Motion carried unanimously.

Motion by LaRocque, seconded by Schlenvogt to approve minutes from December, 2020. Discussion on contents of the minutes. On roll call vote, all members voted "AYE". Motion carried unanimously.

The board then discussed the conflict of interest that exists with Archie Metcalfe, Road Employee and County Commissioner. The board reviewed a Chain of Command diagram from Brian Grosinger, State's Attorney which would pertain to the Commissioners, Road Supervisors and road employees. Also discussed was duties of Road Supervisor to make sure that Employee Metcalfe follows directives, and policies and procedures and Supervisor Moors will delegate work and disciplinary actions followed if there are problems. Motion by Poitra, seconded by Schlenvogt to accept the Chain of Command diagram, which will be followed by road employees and road supervisors and that Employee Policy and Procedures be followed. On roll call vote, all members voted "AYE". Motion carried unanimously.

Motion by Poitra, seconded by Schlenvogt to approve amended Rolette County Road Policies, with the addition of Chain of Command for Road Department, which will be followed by all road department employees, Road Department Supervisors, and County Commissioners supervising designated shops, and also follow the Rolette County Non-Social Services Employee Handbook and all policies therein and also the Saturated Road Policy as on file. On roll call vote, all members voted "AYE". Motion carried unanimously.

The board then reviewed the board policies, motion by Schlenvogt, seconded by Poitra to adopt the following policies:

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, 2021 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 Holidays for 2021 as on file in the Auditor's Office be approved,

And 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, Commissioners Schlenvogt, Poitra, LaRocque and Moors voted "AYE". Commissioner Metcalfe abstained due to conflict of interest. Motion carried.

Motion by Schlenvogt, seconded by LaRocque to approve jail payment in the amount of \$168,950 to Zion's Bank by January 25, 2021. On roll call vote, all members voted "AYE". Motion carried unanimously.

Motion by Metcalfe, seconded by LaRocque to approve raffle permit for the North American Game Warden Museum. On roll call vote, all members voted "AYE". Motion carried unanimously.

After further review of the 2020 Budget over-expenditures, and requests for amendments for over-expended line items. Motion by Poitra, seconded by LaRocque to approve department requests for over-expenditures for the 2020 Budget year, fund to fund transfers as on file and 2020 amendments as follows:

GENERAL FUND:

Total Expenditures – amended to 3,094,000- underestimated expenditures

DISTRICT ROAD:

Total Expenditures – amended to 329,500 - underestimated expenditures

HIGHWAY TAX:

Total Expenditures – amended to 1,284,000 - underestimated expenditures

LAW ENFORCEMENT GRANTS:

Total Expenditures – amended to 101,500 - underestimated expenditures

ST JOHN CONTRACT POLICING:

Total Expenditures – amended to 89,000 - underestimated expenditures

MISCELLANEOUS:

Total Expenditures – amended to 59,000- underestimated expenditures

CDBG GRANT:

Total Expenditures – amended to 100,000 - underestimated expenditures

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

The board then discussed updates from various committees. Barb Frydenlund, Public Health Administrator also provided updates on activities, with vaccinations, Covid testing, Mobile Unit they are acquiring, and moving to the new Office space. Discussion on Housing Authority report, Mountain Lakes Human Service Zone Board, and Jail Committee. No action taken.

On motion and unanimously approved, the following reports and statement of fees were received and filed: Sheriff, \$34,645.21; Recorder \$3,267.50, Recorder Preservation Fees, \$348; and Treasurer’s Total Collections, \$594,384.64 and Auditor’s Total Payments, \$633,051.76.

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

CHECK	NAME	AMOUNT
700793	QUADIENT LEASING USA INC	660.00
700794	QUADIENT FINANCE	2,250.00
700795	NDPHIT	22,359.01
700796	COMMERCIAL CARD SOLUTIONS	13,012.03
700797	JOB SERVICE NORTH DAKOTA	3,839.03
700798	MARCO TECHNOLOGIES LLC	8,548.81
700802	ND PUBLIC EMPLOYEES RETIREMENT	24,568.43
52788	AFLAC	1,285.97
52789	AUTO VALUE PARTS STORES	477.97
52790	BOB BARKER COMPANY INC	696.38
52791	CENEX FLEETCARD	164.20
52792	BROCK CHARETTE	60.00
52793	KEITH CHURCH	25.00
52794	CITY OF ST JOHN	4,571.27
52795	CITY OF DUNSEITH	29,939.20
52796	COLE PAPERS INC	577.38
52797	DAKOTA FIRE EXTINGUISHERS	129.92
52798	DALES CASH SUPPLY	

		2,121.09
52799	DALES CASH SUPPLY	265.46
52800	DAVIS TRUCK AND CAR WASH	764.49
52801	DAKOTA BUSINESS SOLUTIONS	262.99
52802	DELL MARKETING LP	2,073.17
52803	DEPARTMENT OF TRANSPORTATION	96,742.06
52804	DOUG AND MARYS JACK AND JILL	6.65
52805	DSM INC	310.50
52806	GOVERNSOFT	13,317.00
52807	GREATWEST LIFE AND ANNUITY	100.00
52808	GUARDIAN FLEET SAFETY	4,022.45
52809	J AND F TOWING	450.00
52810	J AND M SERVICE STATION	82.06
52811	LAKE REGION LAW	5,280.00
52812	MARCO INC	1,832.92
52813	TOM MCCLLOUD	1,850.00
52814	MEDICO LIFE HEALTH INSURANCE	388.75
52815	MIDCONTINENT COMMUNICATIONS	5.00
52816	MTC LUMBER AND HARDWARE	36.00
52817	MUNRO ACE HARDWARE	174.54
52818	ND COUNTY	1,650.00
52819	NDACO RESOURCES GROUP	17,780.10
52820	ND DEPT OF CORRECTIONS	713.88
52821	NORTH DAKOTA TELEPHONE CO	514.18
52822	NORTH CENTRAL ELECTRIC COOP	112.00
52823	OFFICE DEPOT	229.93
52824	OTTERTAIL POWER COMPANY	1,038.86
52825	POMPS TIRE SERVICE INC	780.07
52826	POWERPLAN OIB	158.89
52827	PRESENTATION MEDICAL CENTER	1,432.00
52828	PRIDE DAIRY	289.08
52829	REDWOOD TOXICOLOGY	56.66
52830	ARNIE ROSECRANS	238.00
52831	THE SIDWELL COMPANY	5,556.60
52832	SOLTIS SPORTSWEAR	149.05
52833	THE COMPUTER STORE	202.25
52834	THOMSON REUTER WEST	188.43
52835	TOWN AND COUNTRY TESORO	28.00
52836	TM STAR	489.29
52837	TM COMMUNICATIONS	

		2,769.46
52838	VERIZON WIRELESS	196.05
52839	VERIZON	152.11
52841	WILKIES SHEET METAL	85.00
52843	ZIONS BANK	168,949.98
52844	BUTLER MACHINERY COMPANY	250.90
52845	CITY OF ROLLA	351.40
52846	CITY OF ROLLA	958.17
52847	CITY OF ST JOHN	97.00
52848	DUNSEITH HARDWARE	3.49
52849	GOOSENECK IMPLEMENT	127.42
52850	GUSTAFSON OIL COMPANY	155.48
52851	HAAS TIRE	1,594.00
52852	INFORMATION TECHNOLOGY DEPT	1,550.00
52853	J AND M SERVICE STATION	34.77
52854	LAKE REGION LAW ENFORCEMENT	6,975.88
52855	LEGACY COOPERATIVE	506.55
52856	LEGACY COOPERATIVE	483.58
52857	LANGUAGE LINE SERVICES	60.00
52858	MIDCONTINENT COMMUNICATIONS	70.28
52860	ND COUNTY AUDITORS ASSOCIATION	125.00
52861	ND ASSOCIATION OF COUNTIES	18.00
52862	NDACO RESOURCES GROUP	130.00
52863	NDSU EXTENSION	11,286.99
52864	ND STATE RADIO COMMUNICATIONS	360.00
52865	ND SHERIFFS AND	500.00
52866	NORTH DAKOTA TELEPHONE CO	258.12
52867	NORTHERN PLAINS ELECTRIC COOP	742.00
52868	OTTERTAIL POWER COMPANY	3,006.09
52869	OTTMAR AND OTTMAR	18.00
52870	PRIDE DAIRY	409.00
52871	ROLETTE COUNTY TREASURER	1,066.09
52872	SYSCO NORTH DAKOTA	6,910.62
52873	TURTLE MTN PUBLIC	20.50
52874	TRI CARE HOME HEALTH	700.00
52875	TUOMALA PLUMBING AND HEATING	81.61
52876	TM COMMUNICATIONS	410.37
52877	VANGUARD APPRAISALS INC.	4,725.00
52878	WESTSIDE SERVICE CSTORE	108.81

52879	MUNRO ACE HARDWARE	4.18
52881	ND ASSOCIATION OF COUNTIES	898.89
	ROAD DEPARTMENT DEC PAYROLL	32,000.09
	GEN, L-ENF DEC PAYROLL	160,433.12
	TOAL PAYMENTS	684,441.00

On motion and unanimously approved, the board then adjourned to January 19, 2021.

January 19, 2021

The board convened at 9:00 A.M., January 19, 2021 members LaRocque, Poitra, Schlenvogt and Metcalfe present. Member Moors presiding. Also present was Kim Nadeau, Sheriff's Office Deputy, Mike Stewart, Emergency Manager, and Robin Longie.

Nathan Gustafson, Sheriff met with the board with several issues within his department. Motion Metcalfe, seconded by Schlenvogt to pay Mitch Slater for approximately 5 hours working as 911 Disptach. On roll call vote, all members voted "AYE". Motion carried unanimously. Nathan then informed the board that he terminated Titus Whitebody as Jail Administrator, effective January 11, 2021. Discussion on reasons for termination, such as unpaid bills, payroll discrepancies, etc. along with how to proceed. Discussed options, such as paying Kim, Mitch and Nathan additional to complete duties, hire an additional deputy to assist or hire a new Jail Administrator. After the board discussed at length how to proceed, the issue was deferred to the Jail Committee to come back with a recommendation to the board.

Josh Lorenz, Mikkelson Aggregates met with the board. He has purchased Gattke Excavating and Trucking and will provide the same services for Rolette County as Brian Gattke. Discussion on graveling and gravel pits. No action was taken by the board at this time.

Sarah Bruce, Recorder, Kim Nadeau, Sheriff Office Deputy and Wendy Belgarde, Tax Director met with the board to discuss Longevity Pay Policy for employees and interpretation and payment, and the fact that current payment is extremely low for employees working more than 6 years. After further discussion, motion by Poitra, seconded by LaRocque to amend the Longevity pay policy to provide increase in monthly salary after completed years of service:

Yrs of Service	Per Mo Inc	Increase over Base
<b>0-3</b>	<b>\$0</b>	<b>\$0</b>
<b>4-5</b>	<b>\$20</b>	<b>\$20</b>
<b>6-10</b>	<b>\$60</b>	<b>\$80</b>
<b>11-15</b>	<b>\$120</b>	<b>\$200</b>
<b>16-20</b>	<b>\$200</b>	<b>\$400</b>
<b>21+</b>	<b>\$300</b>	<b>\$700</b>

The motion also included for a further review of salaries and benefits by June. Commissioner Metcalfe refrained from voting due to Conflict of Interest. On roll call vote, Member Poitra, LaRocque, Schlenvogt and Moors voted "AYE". Motion carried unanimously.

Wendy Belgarde Tax Director met with the board to review applications for abatement to taxes. Motion by LaRocque, seconded by Metcalfe to approve applications for abatement as presented for approval of Homestead Credit for 2020 tax year on Beverly Anderson parcel# 7002; for 2019 for Gale Harms on parcel #27125; for 2019 and 2020 tax year for Louella Herman, on Parcel #26006-125 and #26099-210; and for Farm Residence Exemption for Twila and Martin Peterson

for 2020 Tax Year. On roll call vote, all commissioners voted “AYE”. Motion carried unanimously.

Motion by LaRocque, seconded by Metcalfe to approve resignation of Danny Richard from Planning Commission and appointment of Bill Biberdorf, and approve Building Inspector for Zone 4 resignation of Dennis Danielson and appoint of Steven Grenier. On roll call vote, all commissioners voted “AYE”. Motion carried unanimously.

The board then discussed request from Northland Health for office in the current Public Health building after Public Health moves to the Rolla Clinic Building, at sometime after February 28, 2021. Discussion on the timeline when it would be available and also possible uses of the building, and old jail structure for possible offices for Social Services. It was decided that timeline was not set yet on when the building would be available. No action was taken,

The board then reviewed the 2020 Year End Report.

Motion by Poitra, seconded by LaRocque and unanimously approved, the board adjourned until February 2, 2021.

Eldon R. Moors, Sr.  
Chairman, Board of County Commissioners  
Rolette County, North Dakota

ATTEST

Valerie McCloud  
Rolette County Auditor

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

The board convened at 9:00 A.M on February 2 2021 with members Craig Poitra, Henry LaRocque, Allen Schlenvogt and Archie Metcalfe present. Chairman Eldon Moors presiding. Also present were Brian Grosinger, State's Attorney, Nathan Gustafson, Sheriff, Sarah Bruce, Recorder, and John Rosinski, Turtle Mountain Star.

Nathan Gustafson met with the board to review several issues within his department. DOCR inspected the Jail last week. Discussion on vacancy in Jail Administrator position. Nathan requested to compensate Kim Nadeau, Office Deputy \$10,000/year, Mitch Slater and himself \$8,000/year and \$500/year each for 4 Correction Supervisors for now until they are ready to advertise and fill the position of Jail Administrator. Discussion on filing the position and how to proceed. Motion by Schlenvogt, seconded by Poitra to approve the recommended pay increases, effective immediately, until the Jail Administrator position is filed and advertise immediately to fill the Jail Administrator ASAP. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by LaRocque, seconded by Schlenvogt to approve the minutes from the previous month. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

The board discussed spraying activities for the weed board, done by the Road Department with Mark Miller, Extension Agent and Weed Board Secretary. Mark proposed hiring 2 part-time employees who would do the spraying and then could also mow the road ditches for the upcoming year, as the road department gets busy and don't always get all of the spraying completed. After further discussion, motion by LaRocque, seconded by Schlenvogt to allow Mark Miller to hire 2 part-time employees to do the spraying for the Weed Board and also complete mowing for the road department as needed, as a trial for 1 year, for the entire county. On roll call vote, Members, Poitra, Schlenvogt, and LaRocque voted "AYE". Members Metcalfe and Moors voted "NAY". Motion carried.

Motion by Schlenvogt, seconded by LaRocque to approve payment of \$300 annual dues to Northern Plains RC&D. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Metcalfe, seconded by Schlenvogt to appoint Henry LaRocque to serve on the Northern Plains Council. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

The board reviewed committee reports for the Housing Authority, Board of Health, and Mountain Lakes Human Service Zone. No action taken.

On motion and unanimously approved, the following reports and statement of fees were received and filed: Sheriff, \$8,884.04; Recorder \$1,886, Recorder Preservation Fees, \$2,637.50; Extension Service \$60 and Treasurer's Total Collections, \$2,854,238.44 and Auditor's Total Payments, \$1,274,637.53.

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



Check	Name	Amount
700803	QUADIENT FINANCE	600.00
700804	NDPHIT	21473.49
700805	COMMERCIAL CARD SOLUTIONS	14651.67
700809	ND PUBLIC EMPLOYEES RETIREMENT	24635.27
52884	ACCURATE CONTROLS	205.50
52885	AFLAC	1137.12
52886	ANDERSON WELDING LLC	92.30
52887	DIANE ARSTEIN	873.50
52888	AUTO VALUE PARTS STORES	122.97
52889	BALCO UNIFORM CO INC	54.17
52890	CENEX FLEETCARD	184.62
52891	COLE PAPERS INC	424.01
52892	COMPUTER PROJECTS OF IL INC	1800.00
52893	DAKOTA FIRE EXTINGUISHERS	302.86
52894	DUNSEITH HARDWARE	48.35
52895	ECOLAB PEST ELIM DIV	150.00
52896	FISCAL ADMIN CO JAIL CLAIMS	9936.45
52897	GREATWEST LIFE AND ANNUITY	100.00
52898	GREEN CAT SERVICES LLC	475.00
52899	HAAS TIRE	1704.50
52900	HEART OF AMERICA	8784.87
52901	GILBERT HANDELAND	300.00
52902	HARLOWS BUS SALES INC	2480.59
52903	HIGH PLAINS TECHNOLOGY INC	619.00
52904	INFORMATION TECHNOLOGY DEPT	4025.87
52905	JOHNSON CONTROLS	9000.00
52906	MARCO TECHNOLOGIES LLC	144.21
52907	TOM MCCLOUD	1850.00
52908	MEARS IMPLEMENT	165.83
52909	MEDICO LIFE HEALTH INSURANCE	388.75
52910	MIDSTATES WIRELESS	4000.00
52911	MUNRO ACE HARDWARE	5.70
52912	MUNRO ACE HARDWARE	349.66
52913	MYERS PARTS OF BOTTINEAU	114.32
52914	NARDINI FIRE EQUIPMENT	269.50
52915	NORTH CENTRAL PLANNING COUNCIL	11077.00
52916	ND ASSOCIATION OF COUNTIES	8060.80
52917	ND ASSOCIATION OF COUNTY	50.00
52918	ND ONE CALL	6.00
52919	NORTH DAKOTA TELEPHONE CO	2.06
52920	NORTH CENTRAL ELECTRIC COOP	114.00
52921	OFFICE DEPOT	175.62
52922	OFFICE OF ATTORNEY GENERAL	1220.00
52923	OTTERTAIL POWER COMPANY	1333.38
52924	POMPS TIRE SERVICE INC	635.88
52925	PRIDE DAIRY	62.52
52926	ROLETTE INSURANCE AGENCY	81785.00
52927	ROLLA IMPLEMENT	102.30

52928	ROLLA IMPLEMENT	18.97
52929	ROLLA DRUG INC	6.99
52931	SLEEP INN AND SUITES	1152.28
52932	TURTLE MTN PUBLIC	20.50
52933	TRI CARE HOME HEALTH	600.00
52934	TM STAR	47.46
52935	TM COMMUNICATIONS	2700.44
52936	TURNKEY CORRECTIONS	315.61
52937	US POSTAL SERVICE	76.00
52938	VERIZON WIRELESS	295.34
52939	VERIZON	74.70
52940	VALLEY WATER RESCUE	536.00
52941	WARD COUNTY	2585.00
52942	WEST CENTRAL REGIONAL	600.00
52943	BUTLER MACHINERY COMPANY	4701.28
52944	CITY OF ROLLA	337.50
52945	CITY OF ROLLA	619.23
52946	CITY OF ST JOHN	97.00
52947	D AND E SUPPLY	1000.24
52948	DUNSEITH HARDWARE	7.74
52949	DUNSEITH HARDWARE	91.00
52950	JIM EVANS	1084.00
52951	FISCAL ADMIN CO JAIL CLAIMS	13.66
52952	GUY GARRISON	840.00
52953	GEORGE GOTTBREHT	12.00
52954	LARRY HAAS	508.00
52955	CURTIS HALVORSON	120.00
52956	TERRY HALVORSON	1600.80
52957	INFORMATION TECHNOLOGY DEPT	4032.62
52958	INFORMATION TECHNOLOGY DEPT	2584.20
52959	ROLAND KLAYSON	249.00
52960	HENRY LAROCQUE	240.35
52961	LEEVEERS SUPER VALU	16.18
52962	LEGACY COOPERATIVE	864.49
52963	LEGACY COOPERATIVE	232.60
52964	MARCO INC.	378.00
52965	MARCO TECHNOLOGIES LLC	150.92
52966	MEARS AUTO	15.90
52967	MIDCONTINENT COMMUNICATIONS	80.28
52968	MAIN STREET MARKET	68.43
52969	NATIONAL ASSOCIATION OF COUNTI	450.00
52970	ND COUNTY TREAS ASSOC	250.00
52971	ND WEED CONTROL ASSOC	275.00
52972	NORTHERN PLAINS ELECTRIC COOP	801.00
52973	NORTHERN PLAINS RC AND D	300.00
52974	OFFICE DEPOT	114.85
52975	OTTERTAIL POWER COMPANY	3141.36
52976	MARK PIGEON	469.80
52977	THOMSON REUTER WEST	188.43

52978	TOWN AND COUNTRY TESORO	56.01
52979	TM STAR	597.77
52980	CAPFIRST EQUIPMENT FINANCE INC	13070.32
52981	ND ASSOCIATION OF COUNTIES	1436.13
52982	AFLAC	112.06
	ROAD DEPT JAN PAYROLL	32880.53
	GEN, L-ENF, ETC JAN PAYROLL	160292.11
	TOTAL	459504.72

On motion and unanimously approved, the board then adjourned to February 16, 2021.

February 16, 2021

The board convened at 9:00 A.M., February 16, 2021 members LaRocque, Poitra, Schlenvogt and Metcalfe present. Member Moors presiding. Also present were Sarah Bruce, Recorder, Brian Grosinger, State's Attorney, Mark Miller, Extension Agent, and Tim Letvin.

Mike Stewart, Emergency Manager met with the board at this time regarding Emergency Declaration for Extreme Temperatures of 30 below and Wind Chills in excess of 45 below in the county. After further review, motion by Metcalfe, seconded by LaRocque to Declare Emergency, due to the Extreme Winter Temperatures, exceeding 30 below and wind chills in excess of 45 below. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by LaRocque, seconded by Metcalfe to call for bids for Annual Rental of road equipment, graveling for the upcoming year and culverts, cutting edges, etc. On roll call vote, all members voted "AYE". Motion carried unanimously.

Motion by Metcalfe, seconded by LaRocque to approve Gaming Permit for the Rolette Wildlife Club. On roll call vote, all members voted "AYE". Motion carried unanimously.

The board discussed appointment to vacancy on the Mountain Lakes Human Service Zone. Motion by Poitra, seconded by Schlenvogt to appoint Linda Gunville to fill the vacancy. On roll call vote, all members voted "AYE". Motion carried unanimously.

Eldon Moors and Henry LaRocque, provided road committee report. No action taken.

Valerie McCloud and Henry Larocque provided Impact Aid Committee report, regarding bill in the ND Legislature which could provide financial assistance to Rolette County. No action taken.

Motion by Poitra and unanimously approved, the board adjourned until March 2, 2021.

Eldon R. Moors, Sr.  
Chairman, Board of County Commissioners  
Rolette County, North Dakota

ATTEST

Valerie McCloud  
Rolette County Auditor

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

The board convened at 9:00 A.M on March 2, 2021 with members Craig Poitra, Henry LaRocque, Allen Schlenvogt and Archie Metcalfe present. Chairman Eldon Moors presiding. Also present were Brian Grosinger, State's Attorney, Sarah Bruce, Recorder, Diane Arstein, Veteran Service Office, Tracy Davis Clerk of Court, Robin Longie, Deputy Recorder, Mark Miller, Extension Agent.

Henry LaRocque discussed training for the Road operators this summer, at a cost of \$1000 for 2- day event. Motion by Poitra, seconded by LaRocque to approve training for the 8 operators, and Commissioner LaRocque will coordinate. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Mitch Slater, Chief Deputy Sheriff met briefly with the board regarding issues in the Sheriff's Department. No action was taken.

Motion by LaRocque, seconded by Schlenvogt to approve the minutes from the previous month. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

The board then discussed Covid related restrictions which were put in place in October and November of this past year, the County Courthouse being closed to the public and Mask Mandate for county buildings. Discussion on whether to mandate masks and restrict access to the Courthouse. Motion by Metcalfe, seconded by Schlenvogt to remove the restriction that the courthouse is closed to the public and have employees return to work in the office, unless necessary to work from home due to Covid quarantine, illness or lack of childcare because schools doing hybrid or home instruction. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Poitra, seconded by Schlenvogt to continue the Mask Mandate for the Courthouse and Jail/LEC for the time being. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

The board then heard Committee reports from the Sheriff/Jail Committee; Housing Authority; Board of Health, and Mountain Lake Human Service Zone.

Nathan Gustafson, Sheriff updated the board on issues with the Jail and Sheriff's department. they have started advertising the Jail Administrator position. No action was taken.

Becky Albert, Rolla City Council met with the board at this time to discuss Court Services Contract for transfer of Municipal cases to District Court. Rolla City would like to abolish Municipal Court and have discussed such with the Rolette County Clerk of Court. Becky stated that Rolla City does not have access to Odyssey program for case information, which hinders cases that end up in District Court. Brian Grosinger provided some insight in how this would affect his office. The county could still require the city to provide the prosecuting attorney and pay all prosecution costs and expenses, or that could transfer to his office. A concern regarding the workload in the State's Attorney's office at this time and adding additional cases was mentioned. Fines and fees could be shared with the county, but would they cover the costs to the county. Rolla City would still pay for jail fees for Municipal Cases. After much

discussion, it was decided to gather more information and place this item on the agenda for the next meeting.

On motion and unanimously approved, the following reports and statement of fees were received and filed: Sheriff, \$8437.42; Recorder \$2061.50, Recorder Preservation Fees, \$192; and Treasurer's Total Collections, \$2,202,222.78 and Auditor's Total Payments, \$1,807,762.87.

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

CHECK	NAME	AMOUNT
700810	QUADIENT FINANCE	\$693.06
700811	NDPHIT	\$19,707.59
700812	COMMERCIAL CARD SOLUTIONS	\$11,661.86
700813	NDPHIT	\$20,459.40
700814	MARCO TECHNOLOGIES LLC	\$2,669.81
700818	ND PUBLIC EMPLOYEES RETIREMENT	\$25,072.43
52984	AFLAC	\$1,170.14
52985	AUTO VALUE PARTS STORES	\$260.32
52986	CENEX FLEETCARD	\$91.38
52987	CITY OF ST JOHN	\$2,496.78
52988	CITY OF DUNSEITH	\$4,923.80
52989	COLE PAPERS INC	\$625.38
52990	DACOTAH BANK	\$37,660.17
52991	GERDAU	\$1,498.53
52992	GOOD SOURCE SOLUTIONS	\$776.00
52993	GREATWEST LIFE AND ANNUITY	\$100.00
52994	HEART OF AMERICA	\$130.00
52995	HWY 281 GAS AND THINGS	\$1,167.90
52996	LANCE JAY	\$1,550.00
52997	JOHNSON CONTROLS	\$16,700.00
52998	KITTLESONS TRUCK REPAIR	\$22,707.00
52999	TOM MCCLOUD	\$1,850.00
53000	MEARS IMPLEMENT	\$206.65
53001	MEDICO LIFE HEALTH INSURANCE	\$388.75
53002	ND COUNTY RECORDERS ASSOCIATIO	\$200.00
53003	NORTH CENTRAL ELECTRIC COOP	\$207.00
53004	OFFICE DEPOT	\$81.54
53005	OTIS ELEVATOR COMPANY	\$2,336.50
53006	OTTERTAIL POWER COMPANY	\$1,501.55
53007	PRIDE DAIRY	\$231.96
53008	ROLETTE COUNTY	\$150.00
53009	SCHWAAB INC	\$34.00

53010	SYSCO NORTH DAKOTA	\$4,356.46
53011	TURTLE MTN PUBLIC	\$20.50
53012	TRI CARE HOME HEALTH	\$625.00
53013	TM STAR	\$71.40
53014	TM COMMUNICATIONS	\$2,515.37
53015	VERIZON WIRELESS	\$51.11
53022	ND ASSOCIATION OF COUNTIES	\$435.58
53023	BUTLER MACHINERY COMPANY	\$2,493.99
53024	CITY OF ROLLA	\$1,129.57
53025	CITY OF ST JOHN	\$97.00
53026	COLE PAPERS INC	\$1,364.64
53027	DALES CASH SUPPLY	\$1,932.80
53028	KANDACE DESJARLAIS	\$268.38
53029	DUNSEITH HARDWARE	\$355.07
53030	HA THOMPSON AND SONS	\$364.75
53031	INFORMATION TECHNOLOGY DEPT	\$1,606.90
53032	INFORMATION TECHNOLOGY DEPT	\$4,032.62
53033	JOC INC	\$1,397.97
53034	JOHNSONS PLUMBING	\$2,117.75
53035	LEGACY COOPERATIVE	\$261.57
53036	LEGACY COOPERATIVE	\$247.79
53037	LANGUAGE LINE SERVICES	\$60.00
53038	TARA MCDUGALL	\$268.38
53039	MIDCONTINENT COMMUNICATIONS	\$69.78
53040	MUNRO ACE HARDWARE	\$63.96
53041	MUNRO ACE HARDWARE	\$8.99
53042	ND COMMUNITY	\$225.00
53043	ND CORRECTIONS AND	\$1,051.77
53044	NORTH DAKOTA TELEPHONE CO	\$256.06
53045	NORTH DAKOTA TELEPHONE CO	\$254.00
53046	NEAMEYER BODY SHOP	\$370.60
53047	NORTHERN PLAINS ELECTRIC COOP	\$918.00
53048	OFFICE DEPOT	\$30.47
53049	OFFICE OF ATTORNEY GENERAL	\$245.00
53050	OTTERTAIL POWER COMPANY	\$2,606.89
53051	PHARMCHEM INC	\$57.10
53052	POMPS TIRE SERVICE INC	\$505.20
53053	PRIDE DAIRY	\$179.19
53054	ROLETTE COUNTY PUBLIC HEALTH	\$483.74
53055	ROLETTE COUNTY TREASURER	\$150.00
53056	ROLETTE COUNTY TREASURER	\$150.00
53057	ROLLA DRUG INC	\$10.98
53058	MITCH SLATER	\$17.50

53059	SYSO NORTH DAKOTA	\$2,496.47
53060	THOMSON REUTER WEST	\$188.43
53061	TRITECH SOFTWARE SYSTEMS	\$6,780.38
53062	TM COMMUNICATIONS	\$401.78
53063	TURNKEY CORRECTIONS	\$315.00
53064	TWEED COUNTRY AG	\$177.13
53065	VERIZON WIRELESS	\$247.18
53066	VERIZON	\$149.78
53067	WARD COUNTY	\$230.00
53068	WESTSIDE SERVICE CSTORE	\$69.00
	ROAD DEPT FEB PAYROLL	\$33,365.91
	GEN, L-ENF, ETC FEB PAYROLL	\$148,310.48
	TOTAL BILLS	\$405,769.87

On motion and unanimously approved, the board then adjourned to March 23, 2021

March 23, 2021

The board convened at 9:00 A.M., March 23, 2021 members LaRocque, Poitra, Schlenvogt and Metcalfe present. Member Moors presiding. Also present were Sarah Bruce, Recorder, Brian Grosinger, State's Attorney, John Rosinski, Turtle Mountain Star, Mark Pigeon, Becky Albert.

Mike Stewart, Emergency Manager met with the board at this time regarding the Fire from last evening, which encroached on Rolla City requiring some evacuations. Also discussed was the Fire Emergency Burn Ban which has been in place the past few years during extremely dry conditions. Motion by LaRocque, seconded by Metcalfe to approve Fire Emergency Burn Ban, from March 23<sup>rd</sup> to November 1, 2021, which will be in effect when ND Rangeland Fire Danger Rating is High, Very High, Extreme and/or Red Flag Warning. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Mark Pigeon submitted handout with gravel product available, although with prices from his gravel pit. Motion by Schlenvogt, seconded by Poitra to table further action until after gravel bids are received on April 6<sup>th</sup>. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Wendy Belgarde, Tax Director met with the board regarding applications for abatement of taxes. Motion by LaRocque, seconded by Metcalfe to approve abatements for Elaine LaRocque on parcel #8072-125 for 2019 and 2020; Wilhemina Charette for parcel #2324 for 2019 and 2020 and Susan Mickelson for parcel #29707 for 2020 for Homestead Credit qualification. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Brian Grosinger, State's Attorney met with the board, along with Becky Albert, Rolla City Councilperson. Brian reported that he had researched the request from Rolla City to enter into an agreement to transfer Municipal Ordinance Cases to District Court. Discussion on the options for contract along with impact and input for the county. After further discussion, the commission opted to

have Rolla City return with a contract proposal before any further action is taken by the board. No action taken.

Motion by LaRocque, seconded by Schlenvogt to approve Load Restrictions on County roads and submit for publication. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Sarah Bruce, Recorder addressed the board regarding quote for computer replacement, scanner and label printer for her office, in the amount of \$3,520.44 from NRG using Preservation Fund revenues. Motion by Schlenvogt, seconded by Metcalfe to approve purchase as proposed. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Nathan Gustafson, Sheriff and Mitch Slater, Deputy Sheriff met with the board regarding request to purchase Taser cartridges and batteries in the amount of \$1,246. Motion by Metcalfe, seconded by Schlenvogt to approve purchase from the Sheriff's budget. On roll call vote, all commissioners voted "AYE". Motion carried unanimously. Nathan then requested approve for purchase of ¼ zip jackets for Corrections Officer and Deputies in the amount of \$1,050. Motion by Schlenvogt, seconded by Metcalfe to approve purchase from the Sheriff's budget for uniforms. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Nathan then reported that he has 2 applicants for the Jail Administrator position that he will be interviewing.

Motion by Schlenvogt, seconded by LaRocque to approve application for On-Off Sale Liquor License for Tom and Christie Rondeau for The Broken Arrow Bar and Grill, to be located in Baxter Township. On roll call vote, members Schlenvogt, LaRocque, Metcalfe and Moors voted "AYE". Member Poitra vote "NAY". Motion carried.

The board then discussed committee reports for Sheriff, Road and Housing Authority. Henry LaRocque submitted his resignation for the Housing Authority Board, due to irreconcilable differences. Discussion on Housing Authority problems and difficulties. Motion by Metcalfe, seconded by Schlenvogt to accept his resignation. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Schlenvogt, seconded by Poitra and unanimously approved, the board adjourned until April 6, 2021.

Eldon R. Moors, Sr.

Chairman, Board of County Commissioners  
Rolette County, North Dakota

ATTEST

Valerie McCloud

Rolette County Auditor

Valerie McCloud  
Rolette County Auditor  
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