

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

The board convened at 9:00 A.M., January 3, 2023 members Poitra, Abrahamson, Mickelson and Schlenvogt present. Member LaRocque presiding. Also present Lyman Bercier, Mitch Slater, Deputy Sheriff, Nathan Gustafson, Sheriff, Cleo Monette, Brian Parisien, and Larry Longie.

Mark Allery met with the board to discuss road department activities. Discussion on the concept a policy for maintenance of driveways and charge for the same. The board agreed that if the proceed to do driveways, a policy would have to be implemented, and it would only involve driveways on the county routes for road maintenance. After much discussion the board have Commissioners LaRocque and Abrahamson meet with Road Supervisor Mark Allery to work on a policy and bring it back to the next meeting.

The board then discussed snow removal on roads that are filling in with snow and making it impossible to keep open, mainly in Fairview Township for wind tower access. Mark stated that a contractor with a large snowblower could blow the roads out, or the county would need to start dozing to push back the snow piles. Also discussed possibility of county acquiring a skid-steer and snowblower with brush attachment to remove trees and willows from the road right of way. Mark will check to see if they could get a demo on snowblowers before deciding on purchase and to come back with estimates on purchase.

Cleo Monette, Brian Parisien and Larry Longie addressed the board at this time in regards to private driveway on Longie Drive in Section 21 of Couture Township. Questions in regards to use and maintenance of the road were raised. The board referred the group to research easements on file for the road use, as this is not a section line road, but rather a private driveway. No action taken.

The board reviewed Road Policy with Mark Allery also. Motion by Schlenvogt, seconded by Abrahamson, to amend #17 of the policy, to add unless immediately needed for up to \$5000, and approve the Road policy. On roll call vote, all members voted "AYE". Motion unanimously carried.

Wendy Belgarde, Tax Director met with the board at this time to discuss two applications for abatement of taxes. Motion by Poitra, seconded by Schlenvogt to approve abatement for Joan Richard for 2022 taxes for Homestead Credit and for John Leonard for 2022 taxes for Veteran's Credit. On roll call vote, all members voted "AYE". Motion unanimously carried.

Nathan Gustafson, Sheriff and Mitch Slater, Chief Deputy Sheriff met with the board at this time with estimates for 2023 Chevrolet pickup to replace Dodge Durango and Dodge Charger, utilizing ARPA funds instead of filling Deputy position. Estimate for 2023 Chevrolet Pickup is \$40,905 from Munro Motors and equipment from Guardian Fleet is \$21,396.59. Discussion on the request. Motion by Schlenvogt, seconded by Poitra to approve purchase of two 2023 Chevrolet Silverado pickups from Munro Motors in the amount of \$40,905 and equipment from Guardian Fleet in the amount of \$21,396.59 each, in lieu of 1 Full-time position from ARPA fund for 2023. On roll call vote, all members voted "AYE". Motion unanimously carried.

Nathan updated the board on the Jail Inspection from last week, Department of Corrections found the jail to be non-compliant in 17 standards, but those standards have been corrected,

mainly on wording of policies. Also discussed was contracts for hosing inmates, which they are working on renewals and should have to bring back to the board at the next meeting. No action taken.

The board reviewed the county policies at this time.

Motion by Poitra, seconded by Mickelson to approve Holidays for 2023 as on file in the Auditor's Office. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Abrahamson, seconded by Mickelson that the following policies be approved:

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

That a county official or supervisor must present a written request quarterly, 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 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 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 carried unanimously.

Motion by Schlenvogt, seconded by Abrahamson, to assess lien on real estate taxes for delinquent road bills for Byron Hill and Marlin Schroeder. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Motion by Abrahamson, seconded by Mickelson to approve renewal of Courthouse Janitor/Maintenance Contract with Tom McCloud for the upcoming year at the current rate, with correction to replace Old Public Health Property with County property. On roll call vote, members Abrahamson, Schlenvogt, Mickelson and LaRocque voted "AYE". Member Poitra voted "NAY". Motion carried.

The Social Service Building Janitor Contract was also discussed, will review further with the Mountain Lake Human Service Zone Director.

On motion by Schlenvogt, seconded by Abrahamson and unanimously approved, the following reports and statement of fees were received and filed: Sheriff, \$24,138.34, Recorder \$1,879.50, Recorder Preservation Fees, \$219, and Treasurer's Total Collections, \$990,935.52 and Auditor's Total Payments, \$2,028,923.31, and the following county bills be allowed and ordered paid:

CHECK	NAME	AMOUNT
701061	QUADIENT LEASING USA INC	\$670.83

701062	NDPHIT	\$17,736.37
701063	MARCO TECHNOLOGIES LLC	\$2,908.53
55164	ABRAHAMSON REFRIGERATION	\$70.00
55165	AFLAC	\$668.81
55166	AUTO VALUE PARTS STORES	\$83.86
55167	BILL BIBERDORF	\$42.12
55168	CENEX FLEETCARD	\$610.45
55169	CITY OF ROLLA	\$253.25
55170	COMMUNITY AMBULANCE OF ROLLA	\$52.95
55171	DOUG AND MARYS JACK AND JILL	\$88.45
55172	GRAND FORKS COUNTY	\$6,750.00
55173	GOVERNSOFT	\$13,583.00
55174	GUSTAFSON OIL COMPANY	\$4,521.97
55175	HAAS TIRE	\$311.00
55176	J AND F TOWING	\$200.00
55177	JOC INC	\$4,557.49
55178	LEGACY COOPERATIVE	\$629.96
55179	TOM MCCLLOUD	\$1,850.00
55180	MEDICO LIFE HEALTH INSURANCE	\$150.00
55181	MIDCONTINENT COMMUNICATIONS	\$86.78
55182	ROGER MORRIS	\$322.50
55183	MUNRO ACE HARDWARE	\$156.28
55184	MUNRO MOTOR CO	\$635.16
55185	NATIONAL ASSOCIATION	\$450.00
55186	NORTH CENTRAL PLANNING	\$11,280.00
55187	ND ASSOCIATION OF COUNTIES	\$6,996.00
55188	ND ASSOCIATION OF COUNTIES	\$26,219.46
55189	NDACO RESOURCES GROUP	\$21,524.64
55190	ND COUNTY COMMISSIONERS	\$1,650.00
55191	NORTH CENTRAL ELECTRIC COOP	\$205.00
55192	OTTERTAIL POWER COMPANY	\$3,788.64
55193	PRIDE DAIRY	\$758.44
55194	ROLETTE COUNTY TREASURER	\$734,763.32
55195	ROLETTE COUNTY TREASURER	\$504.31
55196	ROLETTE COUNTY TREASURER	\$9,961.15
55197	ROLLA IMPLEMENT	\$3,900.99
55198	SYSCO NORTH DAKOTA	\$6,937.78
55199	TURTLE MTN PUBLIC	\$737,125.43
55200	TM COMMUNICATIONS	\$2,700.59
55201	VERIZON WIRELESS	\$326.62
55202	VERIZON	\$42.38
	ROAD DEPT DEC PAYROLL	\$35,646.22
	GEN, L-ENF, ETC DEC PAYROLL	\$191,584.84
	TOTAL PAYMENTS	\$1,853,305.57

Motion by Poitra, seconded by Abrahamson, and unanimously approved the board then adjourned at 11:30 AM to January 17, 2023.

January 17, 2023

The board convened at 9:00 A.M., January 17, 2023 with members Abrahamson, Mickelson, Poitra and Schlenvogt present. Member LaRocque presiding.

The board recited the Pledge of Allegiance.

Mitch Slater, Chief Deputy Sheriff appeared before the board with a quote for Software updates for StarWitness interviewer program in the amount of \$1102.40. Motion by Schlenvogt, seconded by Abrahamson to approve software upgrade in the amount of \$1102.40. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Mitch also presented Agreements for housing inmates received from Ramsey, Cavalier Counties and Rolette City. Mitch stated they are still waiting to receive several more agreements. Motion by Poitra, seconded by Schlenvogt, to approve the three agreements received from Ramsey and Cavalier Counties and Rolette City, which reflect an increase to \$85/day for boarding inmates. On roll call vote, all commissioners voted "AYE". Motion carried unanimously.

Mark Allery, Road Supervisor met with the board in regards to several issue in the road department. Mark discussed the need to replace the 2011 and 2013 Cat motor graders, as they are having more operational problems.

Motion by Abrahamson, seconded by Mickelson to increase machine rates by \$40/hour as follows:

Motor Grader	\$200/hr
Cat with Dozer/Scraper/Trachoe	\$240/hr
Backhoe or Loader	\$175/hr
Tractor w/Mower	\$115/hr

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

The board then discussed proposal for Road Maintenance and Improvement Initiative submitted by Abrahamson for maintenance of private driveways if requested by individuals. After further review, motion by Abrahamson, to adopt Road Maintenance and Improvement Initiative for a 1-year trial period, seconded by Mickelson. On roll call vote, members Abrahamson, Schlenvogt, Mickelson and LaRocque voted "AYE". Member Poitra voted "NAY". Motion carried.

Kent Indvik and Seth Demontigny, Wold Engineering met with the board at this time to discuss county funding from the Prairie Dog Funds and possible projects for use of the funds. County Road 15 is the next road scheduled for a 2 inch overlay, which runs approximately \$200,000/mile with an estimate of \$2,000,000 for the 10 miles. The Prairie Dog funds to be received in January amount to \$1,021,510 and HB 1505 \$597,000. The board will discuss further this summer, on use of the funds.

Kevin Walford, Butler Machinery met with the board to discuss motor grader replacement. Discussion regarding lease vs purchase. Kevin recommended purchase option based on the

interest rates. After further discussion, motion by Abrahamson, seconded by Mickelson to call for bids for 1 or more Motor Grader AWD, with a 5 year or 7-year warranty and payment schedule, with trade in option. On roll call vote, members Abrahamson, Schlenvogt, Mickelson and LaRocque voted “AYE”. Member Poitra voted “NAY”. Motion carried.

The board discussed purchase of Brush mower such as, 10’ Schulte heavy duty mower or skidsteer brush mower. No action was taken at this time.

Karl Frigaard, Rugby JDC Executive Director met with the board requesting letter of support for Legislative bill to develop Natural Gas Pipeline through the Highway 2 Corridor, which could feed additional Natural gas pipelines to counties such as Rolette County for use of Natural Gas in the western part of North Dakota. Motion by Schlenvogt, seconded by Abrahamson to provide letter of support for bill for the Development of Natural Gas Pipeline. Commissioners Poitra and Mickelson requested more information before offering support. On roll call vote, members Abrahamson and Schlenvogt voted “AYE”. Member Poitra, Mickelson and LaRocque voted “NAY”. Motion failed.

Motion by Poitra, seconded by Schlenvogt to approve Zion’s Bank payment for Jail Debt Service in the amount of \$162,100. On roll call vote, all commissioners voted “AYE”. Motion carried unanimously.

Motion by Poitra to pay Zion’s Bank Annual fee of \$1,750, seconded by Abrahamson. On roll call vote, all commissioners voted “AYE”. Motion carried unanimously.

The board review 2021 Audit Report at this time and also Fraud Risk Assessment completed. Discussion on mileage reimbursement for Commissioners and use of P-cards for County Commissioners. Motion by Abrahamson, seconded by Mickelson to approve Fraud Risk Assessment and 2021 Audit Report. On roll call vote, all commissioners voted “AYE”. Motion carried unanimously.

Motion by Poitra to approve Gaming Permits for North American Game Warden Museum and Turtle Mountain Lakes and Wildlife Federation, seconded by Abrahamson. On roll call vote, all commissioners voted “AYE”. Motion carried unanimously.

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

CHECK	v	NAME	AMOUNT
701064		COMMERCIAL CARD SOLUTIONS	\$9,469.08
701065		QUADIENT FINANCE	\$1,539.00
701066		MARCO TECHNOLOGIES LLC	\$4,293.87
701067		OFFICE OF STATE TAX COMMISSION	\$6,225.55
701071		ND PUBLIC EMPLOYEES RETIREMENT	\$25,860.00
55117	v	VOID CK 55117	-\$84.50
55147	v	VOID CK 55147	-\$135.83
55203		MARK ALLERY	\$931.56
55204		BUTLER MACHINERY COMPANY	\$2,078.16
55205		ND COUNTY AUDITORS	\$125.00
55206		CITY OF ROLLA	\$806.82

55207	CITY OF ST JOHN	\$103.13
55208	COLE PAPERS INC	\$2,482.82
55209	COMMUNITY AMBULANCE OF ROLLA	\$152.95
55210	ND COUNTY TREASURERS	\$125.00
55211	DALES CASH SUPPLY	\$10,389.79
55212	DARWINS TOWING	\$300.00
55213	DSM INC	\$310.50
55214	DUNSEITH HARDWARE	\$197.93
55215	GRAND FORKS COUNTY	\$2,475.00
55216	GUSTAFSON OIL COMPANY	\$10,663.62
55217	HAAS TIRE	\$620.00
55218	HIGH PLAINS TECHNOLOGY INC	\$619.00
55219	HWY 281 GAS AND THINGS	\$4,905.52
55220	INFORMATION TECHNOLOGY DEPT	\$4,190.74
55221	INFORMATION TECHNOLOGY DEPT	\$1,745.20
55222	J AND M SERVICE STATION	\$736.71
55223	JOC INC	\$9,565.42
55224	JOHNSON CONTROLS	\$9,090.00
55225	K AND D FIREARMS	\$300.00
55226	JONAH LADUCER	\$15.05
55227	LEEVEERS SUPER VALU	\$132.23
55228	LEGACY COOPERATIVE	\$1,221.53
55229	LEGACY COOPERATIVE	\$1,718.99
55230	LANGUAGE LINE SERVICES	\$30.00
55231	MEARS IMPLEMENT	\$333.24
55232	MEARS AUTO	\$37.90
55233	MIDCONTINENT COMMUNICATIONS	\$86.78
55234	MIDSTATES WIRELESS	\$4,410.00
55235	MAIN STREET MARKET	\$46.10
55236	MUNRO ACE HARDWARE	\$274.94
55237	MUNRO ACE HARDWARE	\$9.08
55238	ND ASSOCIATION OF COUNTIES	\$26.00
55239	ND ONE CALL	\$1.30
55240	ND STATE RADIO COMMUNICATIONS	\$360.00
55241	NORTH DAKOTA TELEPHONE CO	\$256.06
55242	NORTHERN PLAINS ELECTRIC COOP	\$1,175.00
55243	ODP BUSINESS SOLUTIONS LLC	\$248.65
55244	OFFICE OF THE STATE AUDITOR	\$20,000.00
55245	OTTERTAIL POWER COMPANY	\$5,610.04
55246	ROLETTE COUNTY TREASURER	\$1,132.13
55247	ROLETTE INSURANCE AGENCY	\$93,493.00
55248	ROLLA IMPLEMENT	\$840.99
55249	RUNNING SUPPLY INC	\$479.99
55250	THOMSON REUTER WEST	\$207.67
55251	TRI CARE HOME HEALTH	\$1,125.00
55252	TM STAR	\$982.63
55253	TM COMMUNICATIONS	\$12,271.37

55254	VERIZON	\$189.50
55255	VULCAN IRON WORKS INC	\$5,958.63
55256	WESTSIDE SERVICE CSTORE	\$5.01
55257	ZIONS BANK	\$162,100.00
55259	ROLETTE COUNTY CLERK OF COURT	\$7,238.76
	TOTAL PAYMENTS	\$432,099.61

On motion by Poitra, and unanimously approved, the board adjourned at 11:15 AM until February 7, 2023

Henry LaRocque
Chairman, Board of County Commissioners
Rolette County, North Dakota

ATTEST

Valerie McCloud
Rolette County Auditor