

RENVILLE COUNTY COMMISSIONERS' PROCEEDINGS  
FOR THE MONTH OF JANUARY 2023

JANUARY 3, 2023

Board convened at 9:00 a.m. Present: Chairman Robert Marmon, Commissioner Jamee Hansen and Commissioner Andy Gates.

Sean Mattern, Road Supervisor, met with the Board. All of the sanding trucks are broke down. Comm. Gates has found a truck in Minnesota. It is a 2012 IH 7600 for \$53,900.00. It has a sander and a blade. Moved by Comm. Hansen, second by Comm. Marmon to purchase the truck. Motion carried by unanimous vote of aye.

Sean discussed the possibility of getting an extended warranty for the motorgrader that would have been traded in this year. The Board and Sean have decided to not trade a motorgrader this year. The closing time for the motorgrader/maintenance position is Friday, January 6<sup>th</sup>. Comm. Gates will sit in on the interviews with Sean.

Ryan Ackerman and Sabrina Herrmann, Ackerman-Estvold Engineering, met with the Board. Ryan gave the Board a report on the progress of the Mouse River Plan. The bridge at Mouse River Park will be replaced this summer.

The Board reviewed a request from HDR Engineers for approval of permits from the County for the bridge replacement at the Mouse River Park. Moved by Comm. Gates, second by Comm. Hansen to approve the permitting. Motion carried by unanimous vote of aye.

At 10:00 a.m., the time set to open insurance bids, Comm. Hansen moved that the bid on hand be opened, second by Comm. Gates. Motion carried by unanimous vote of aye. It was noted that the bid, from Citizen State Agency, was received in a timely manner. Moved by Comm. Gates, second by Comm. Hansen that the bid of Citizens Agency be accepted for inland marine, general liability, and auto insurance. Motion carried by unanimous vote of aye. Agents Mike Nehring and Mason Nehring were present for the bid opening.

Moved by Comm. Hansen, second by Comm. Gates that the minutes of December 2022 be approved as presented. Motion carried by unanimous vote of aye.

Correspondence addressed to the Board's attention was reviewed and discussed. December payroll and officers reports were reviewed and filed.

Moved by Comm. Gates, second by Comm. Hansen to approve 2022 budget amendments to the Sheriff Reserve Fund in the amount of \$25,000.00 and the Park Fund in the amount of \$32,000.00. Motion carried by unanimous vote of aye.

Moved by Comm. Gates, second by Comm. Hansen that the quarterly reports for the period ended December 31, 2022 be approved and accepted. Motion carried by unanimous vote of aye.

Ted Keller and Scott Suedmeier, General Roofing and Construction, met with the Board to discuss the repairs to the front steps and walk way at the front of the Courthouse. Chad Schmidt, Custodian, also surveyed the project with the Board and Ted and Scott. The Board felt

that the project was not completed to the bid specifications and was not willing to pay for the project in full. After discussing what they would like to see addressed this spring, Comm. Hansen moved to pay 60% of the invoice now and the remainder when work is completed to the Board's requirements, second by Comm. Gates. Motion carried by unanimous vote of aye.

Moved by Comm. Hansen, second by Comm. Gates to approve an overtime rate of \$50.00 per hour for the Sheriff's Department for all services. Motion carried by unanimous vote of aye.

Auditor Pollman presented the cost bill for the 2022 General Election. The cost per vote was \$11.15. Total number of ballots counted was 906.

Moved by Comm. Hansen, second by Comm. Gates to approve the Beer & Liquor licenses for Danny's Bar & Bottle Shop Inc d/b/a Country Mouse Bar for the 2023 calendar year. Motion carried by unanimous vote of aye.

### RESOLUTION-2023-1

#### Resolution Allowing Claims & Ordering Payment Thereof

Whereas, the County Auditor has audited and the Departments have approved the following claims against the County of Renville and have certified that such claims are properly payable by said County, and that the said County Auditor has verified such claims to be paid and has satisfied herself that such bills and claims are proper charges against the County of Renville;

Now therefore, be it resolved by the County Commissioners of the County of Renville, North Dakota, that the following bills and claims be and thereby are, ordered paid.


<u>Payee</u>	<u>For</u>	<u>Amount</u>
Aramark	Rugs/Industrial Towels	386.97
AT&T Mobility	Monthly Charges	62.34
Office of Attorney General	24/7 Program	310.00
Butler Machinery	Parts	227.67
Circle Sanitation	Sanitation/Cthse/R&B	111.25
Computer Projects of IL	Mobile Messenger Licenses	600.00
Dakota Truck & Farm	Parts	230.45
Economic Development Assoc of ND	2023 Dues	150.00
First District Health Unit	2023 Campground License	260.00
General Roofing & Construction	Front Step/Apron Project/Cthse	53,316.00
City Of Glenburn	Water/Garbage	54.85
GovernSoft	2023 Annual Software Support	13,583.00
Robert Iverson	Clean MRP Dumpgrounds	100.00
John Deere Financial	Battery/Hose	693.34
Montana Dakota Utilities	Electricity	7,524.11
Motorola Solutions	Watchguard Video Equipment	5,875.00
ND Emergency Manager's Assoc	2023 Dues	50.00
NRG Resources	2023 IT Support	14,180.64
NDACo	2023 Dues/GIS Support	9,809.00
ND County Auditor's Assoc	2023 Dues	100.00
ND County Commissioner's Assoc	2023 Dues	1,040.00

NDDOT	Bridge Inspection Program Fee	4,382.58
ND Safety Council	2023 Dues	359.00
ND County Treasurer's Assoc	2023 Dues	100.00
National Assoc of Counties	2023 Dues	450.00
National Sheriff's Assoc	2023 Dues	71.00
Northland Electric	Electrical/New Campground	15,982.32
O'Keefe Oil	Diesel/Propane	14,492.90
Otis Elevator Co	2023 Service Contract	1,646.88
Otter Tail Power	Electricity/Glenburn Shop	113.81
Renville County Treasurer	Registration/Uniforms/Supplies	936.45
Souris River Telephone	Monthly Charges	1,187.73
Stein's	Towels/Tissue/Cleaning Supplies	333.47
Turtle Mountain Communications	Jan/Dispatch Line	54.76
Tyler Technologies	2023 DocuPro Module Support	4,886.87
Uniform Center	Shirts/Pants/SHE	491.96
Upper Souris Water Users	R&B/MRP	75.00
Visa	Projector Stand/Supplies/Repairs	2,903.97
Ayrton Yozamp	Meals/SHE	175.00

Be it further resolved, that the County Auditor be, and she hereby is authorized and directed to draw warrants for the above claims from the respective funds, and that the County Auditor be, and she hereby is, authorized to execute and deliver such warrants.

The above and foregoing resolution was offered at a regular meeting of the County Commissioners held on January 3, 2023 by Commissioner Gates who moved its adoption, was seconded by Commissioner Hansen and adopted by a unanimous vote of aye.



  
Robert Marmon, Board Chairman

  
LeAnn M. Pollman, County Auditor

Sheriff Roger Hutchinson met with the Board. He introduced two new deputies to the Board. Joe Sandoval started January 1, 2023 and Jon Berg will work part-time for the department. Sheriff Hutchinson swore in the new officers. He discussed the difficulty he is having in obtaining equipment for the new patrol vehicles.

The meeting adjourned at 12:15 p.m.

JANUARY 24, 2023

Board convened at 9:00 a.m. Present: Chairman Robert Marmon, Commissioner Jamee Hansen and Commissioner Andy Gates.

Jason Mayfield, Wold Engineering, met with the Board. They discussed the upcoming road project. It will be an overlay of 4 miles north of Mohall on CR#9 and from Glenburn west (including the spur) 3.5 miles to the intersection of Hwy 83. The County will use funds from HB1066 (Operation Prairie Dog) in the amount of \$1,473,736.50. Total cost of the project is estimated at \$1,585,500.00. The County will pay for the difference out of Road & Bridge funds.

Moved by Comm. Hansen, second by Comm. Gates to hold the bid opening for the project on February 21, 2023 at 10:00 a.m. Motion carried by unanimous vote of aye.

Sean Mattern, Road Supervisor, met with the Board. The new truck is in service and working great. He will place signs on the two bridges that needed different load limits posted. He has hired Brady Brooks to work out of the Tolley Shop. He will start February 1, 2023. Sean discussed overtime pay versus accruing compensation time. Moved by Comm. Hansen, second by Comm. Gates to limit the accrual of comp time to 40 hours. Motion carried by unanimous vote of aye. Once an employee has accumulated 40 hours of comp time, they will need to use it before they can bank any more.

Kristy Titus, DES Coordinator, discussed holding an exercise for Courthouse employees. She will coordinate with the employees to choose a date when everyone can participate. The building would close for an hour while the exercise is taking place.

Moved by Comm. Gates, second by Comm. Hansen to remove and discard a chair (#1660) from the Sheriff's office. Motion carried by unanimous vote of aye.

Correspondence addressed to the Board's attention was reviewed and discussed. January payroll and officers reports were reviewed and filed. Travel requests were approved as presented.

RESOLUTION 2023-2  
Resolution Opposing Legislation making  
Renville County Clerk of Courts' Office a State Office

WHEREAS, there is legislation being proposed pertaining to the transition of county clerk services to be controlled by the State;

WHEREAS, such legislation would make the Renville County Clerk of Courts' Office a state agency and the employees there of state employees, which would take away local control and governance of such office and employees;

WHEREAS, The Board of County Commissioners for Renville County, North Dakota, desires to keep the Renville County Clerk of Courts' Office as a county office;

RESOLVED, that the Renville County Board of Commissioners hereby declares the following resolution be adopted as follows:

That the Board of Renville County Commissioners directly opposed the passage of legislation pertaining to the transition of contract county clerk services to state funding and other legislative priorities; and

That the Board of Renville County Commissioners resolves to keep the Renville

County Clerk of Courts' office a county office for the following reasons:

1. Local control allows for faster response to issues and better flexibility;
2. Having the Clerk of Court office a county office has been working well since the State took over Court;
3. There would be concerns regarding staffing in rural counties;
4. A better option might be to allow counties to opt in if they choose to;
5. Concerns regarding services to the public.

The above and foregoing resolution was offered at a regular meeting of the County Commissioners held on January 24, 2023 by Commissioner Gates who moved its adoption, was seconded by Commissioner Hansen and adopted by a unanimous vote of aye.



Robert Marmon, Board Chairman

LeAnn M. Pollman, County Auditor

Diana Krause, Tax Director, discussed the 2023 agriculture land values. The County is currently at 15% of the acceptable range set by the State. Moved by Comm. Hansen, second by Comm. Gates to have a 10 percent increase in agriculture land values for the 2023 tax year. Motion carried by unanimous vote of aye.

Moved by Comm. Gates, second by Comm. Hansen to use \$10,000.00 from the General Fund to aid in paying for the 2022 9-1-1 dispatch fees to Bottineau County. The remaining \$25,053.20 will be paid from the 9-1-1 funds. Motion carried by unanimous vote of aye.

The Board discussed the hospital building. The County received the property through the 3 Year Tax Action process. The County will research grants that may be available to aid in removing the structure.

RESOLUTION-2023-3

Resolution Allowing Claims & Ordering Payment Thereof

Whereas, the County Auditor has audited and the Departments have approved the following claims against the County of Renville and have certified that such claims are properly payable by said County, and that the said County Auditor has verified such claims to be paid and has satisfied herself that such bills and claims are proper charges against the County of Renville;

Now therefore, be it resolved by the County Commissioners of the County of Renville, North Dakota, that the following bills and claims be and thereby are, ordered paid.

<u>Payee</u>	<u>For</u>	<u>Amount</u>
Advanced Business Methods	Copier Lease/Copies/Soc Serv	144.77
Bleeding Art Industries	Blood Puddles/SHE	182.88

Bottineau Co Dispatch	Annual Dispatch Fees	35,053.20
Boyer Ford Trucks	2012 IH Truck	54,045.00
Cenex Fleetcard	Gas/SHE	3,221.07
Citizens Insurance Agency	2023 Insurance	39,977.00
Dakota Business Solutions	Postage Meter Ink Cartridge/Multi	220.99
Enerbase	Diesel/Oil Change/R&B/SHE	850.56
Envision	Gas/Ice Melt/Repairs	1,207.11
Gaffaney's	Locking File Cabinet/Calendars/SHE	436.98
Andy Gates	Travel Reimbursement/R&B	494.10
Heisler Auto	Install Battery/Wipers/SHE	360.10
Information Tech Dept	T-1 Access/Wireless/Netmotion	780.55
Jason's Super Foods	Trash Bags/Holiday Gathering	89.21
Lowe's Printing	Spelling Bee Plaques/Trophies/Supt Sch	63.70
Mid-States Organized Crime	2023 Dues	100.00
Miller Electric	CAT Cable for 9-1-1 Office/TECH	1,170.00
Minot Coal	Coal/Cthse	1,609.08
Mohall Ambulance	Body Bags/Coroner	543.96
Mohall Chamber of Commerce	2023 Dues	100.00
Mohall City	Water/R&B/Cthse	113.76
NDACo	2023/Workers Comp Premium	17,601.28
NDACo	Dec/9-1-1	261.38
NDACo	Marriage License Program/Clerk	7.00
NDAWN	Weather Station Operation/Management	500.00
ND Clerks Assoc	2023 Membership Dues/Clerk	100.00
NDDOT	Bridge Load Rating Inspection	2,980.62
ND Envelope Co	Envelopes/Clerk/REC	643.93
ND 911 Assoc	2023 Membership Dues	25.00
NDCRA	2023 Membership Dues/REC	200.00
ND State Radio Communications	LETS License Annual Renewal Fee	120.00
NDSU Extension	4 <sup>th</sup> Qtr Salary/Co Agt	5,774.96
Newman Signs	Load Limit/Street Signs/R&B	343.05
Danielle Petersen	Christmas Tree/Office Decor/REC	167.25

Prairie Bistro & Gardens	Facility Rent/Retirement Party	100.00
Propane Services	Propane/Tank Rent/Cthse/MRP	5,967.07
RBAIA	Seed Show/Ag Expo Booth/SHE	75.00
Renville County Farmer	Commis/Notices/Bids/Job Openings	342.16
Sherwood Business Assoc	2023 Dues	50.00
Sherwood City	Water/Sanitation/R&B	85.51
Souris River Telephone	Jan/9-1-1	112.50
Third Watch Communications	Patrol Vehicle Upfitting	20,100.00
Universal Services	Toner Cartridge/AUD	88.00
Verizon Connect	Monthly Service/SHE	32.38
Verizon Wireless	Monthly Charges	719.09
Waste Management	Sanitation/MRP	401.06

Be it further resolved, that the County Auditor be, and she hereby is authorized and directed to draw warrants for the above claims from the respective funds, and that the County Auditor be, and she hereby is, authorized to execute and deliver such warrants.

The above and foregoing resolution was offered at a regular meeting of the County Commissioners held on January 24, 2023 by Commissioner Gates who moved its adoption, was seconded by Commissioner Hansen and adopted by a unanimous vote of aye.



Robert Marmon, Board Chairman

LeAnn M. Pollman, County Auditor

The meeting adjourned at 10:45 a.m.

The Board attended the Park Board meeting beginning at 11:00 a.m.

Board ordered the following bills paid for the month of January 2023:

Check History

CHECK#	NAME	AMOUNT	DATE
141952	ARAMARK	386.97	01/04/2023
141953	ATTORNEY GENERAL	310.00	01/04/2023
141954	BUTLER MACHINERY	227.67	01/04/2023
141955	CIRCLE SANITATION INC	111.25	01/04/2023
141956	COMPUTER PROJECTS	600.00	01/04/2023

141957	DAKOTA TRUCK FARM SERVICE	230.45	01/04/2023
141958	ECONOMIC DEV ASSOC OF ND	150.00	01/04/2023
141959	FIRST DISTRICT HEALTH UNIT	260.00	01/04/2023
141960	GLENBURN, CITY OF	54.85	01/04/2023
141961	GOVERNSOFT	13,583.00	01/04/2023
141962	IVERSON, ROBERT	100.00	01/04/2023
141963	JOHN DEERE FINANCIAL	693.34	01/04/2023
141964	ND EMERGENCY MGR ASSOC	50.00	01/04/2023
141965	NDACO RESOURCES GROUP INC	14,180.64	01/04/2023
141966	ND ASSOCIATION OF COUNTIES	9,809.00	01/04/2023
141967	ND COUNTY AUDITORS ASSOC	100.00	01/04/2023
141968	ND COUNTY COMMISSIONERS ASSOC	1,040.00	01/04/2023
141969	ND Dept of Transportation	4,382.58	01/04/2023
141970	ND SAFETY COUNCIL	359.00	01/04/2023
141971	ND COUNTY TREASURERS ASSOC	100.00	01/04/2023
141972	NACO	450.00	01/04/2023
141973	NATIONAL SHERIFFS ASSOC	71.00	01/04/2023
141974	NORTHLAND ELECTRIC INC.	15,982.32	01/04/2023
141975	O'KEEFFE OIL COMPANY	14,492.90	01/04/2023
141976	Otis Elevator Company	1,646.88	01/04/2023
141977	OTTER TAIL POWER COMPANY	113.81	01/04/2023
141978	STEINS INC	333.47	01/04/2023
141979	TYLER TECHNOLOGIES INC	4,886.87	01/04/2023
141980	UNIFORM CENTER	491.96	01/04/2023
141981	UPPER SOURIS WATER DISTRICT	150.00	01/04/2023
141982	VISA	2,903.97	01/04/2023
142040	BOYER FORD TRUCKS INC	54,045.00	01/09/2023
142041	GENERAL ROOFING AND CONST	53,316.00	01/09/2023
142042	Cenex Fleetcard	3,221.07	01/17/2023
142043	Reservation Telephone	120.00	01/17/2023
142044	VERIZON WIRELESS	719.09	01/17/2023
142045	THIRD WATCH COMMUNICATIONS	20,100.00	01/19/2023
142056	ADVANCED BUSINESS METHODS	144.77	01/24/2023
142057	BLEEDING ART INDUSTRIES	182.88	01/24/2023
142058	BOTTINEAU COUNTY SHERIFF	35,053.20	01/24/2023
142059	DAKOTA BUSINESS SOLUTIONS	220.99	01/24/2023
142060	ENERBASE COOP	850.56	01/24/2023
142061	ENVISION COOPERATIVE	1,207.11	01/24/2023
142062	GAFFANEY'S OF MINOT INC	436.98	01/24/2023
142063	GATES, ANDY	494.10	01/24/2023
142064	HEISLER AUTO	360.10	01/24/2023



142065	INFORMATION TECHNOLOGY DEPT	780.55	01/24/2023
142066	JASON'S SUPER FOODS	89.21	01/24/2023
142067	LOWE'S PRINTING INC	63.70	01/24/2023
142068	MOCIC	100.00	01/24/2023
142069	MILLER ELECTRIC, INC.	1,170.00	01/24/2023
142070	MINOT COAL INC	1,609.08	01/24/2023
142071	Mohall Ambulance	543.96	01/24/2023
142072	MOHALL CHAMBER OF COMMERCE	100.00	01/24/2023
142073	Mohall, City of	113.76	01/24/2023
142074	ND ASSOCIATION OF COUNTIES	261.38	01/24/2023
142075	ND ASSOCIATION OF COUNTIES	7.00	01/24/2023
142076	NDAWN CENTER DEPT SOIL SCIENCE	500.00	01/24/2023
142077	ND CLERKS ASSOCIATION	100.00	01/24/2023
142078	ND ENVELOPE COMPANY	643.93	01/24/2023
142079	ND 911 ASSOCIATION	25.00	01/24/2023
142080	ND COUNTY RECORDERS ASSOC	200.00	01/24/2023
142081	ND State Radio Communications	120.00	01/24/2023
142082	NDSU EXTENSION SERVICE	5,774.96	01/24/2023
142083	NEWMAN SIGNS INC	343.05	01/24/2023
142084	PETERSEN, DANIELLE	167.25	01/24/2023
142085	PRAIRIE BISTRO AND GARDENS	100.00	01/24/2023
142086	Propane Service Inc	5,967.07	01/24/2023
142087	RENVILLE BOTTINEAU AG IMPROVE	75.00	01/24/2023
142088	Renville County Farmer	342.16	01/24/2023
142089	SHERWOOD BUSINESS ASSOCIATION	50.00	01/24/2023
142090	SHERWOOD CITY	85.51	01/24/2023
142091	Souris River Telephone	112.50	01/24/2023
142092	Universal Services	88.00	01/24/2023
142093	UPPER SOURIS WATER DISTRICT	71.00	01/24/2023
142094	VERIZON CONNECT NWF, INC	32.38	01/24/2023
142095	WASTE MANAGEMENT OF ND	401.06	01/24/2023
142096	CITIZENS INSURANCE AGENCY INC	39,977.00	01/26/2023
142097	ND ASSOCIATION OF COUNTIES	17,601.28	01/26/2023
142098	ND Dept of Transportation	2,980.62	01/26/2023

Expenditures, by fund, approved by the Board for the month of January, 2023: General, \$221,467.12; Road & Bridge, \$121,528.63; Highway Tax, \$42,016.98; Capital Improvements, \$53,316.00; 9-1-1, \$26,614.46; Veteran Service, \$1,015.48; Document Preservation, \$4,886.87; County Agent, \$10,037.59; Pesticide Fund, \$500.00; Weed Control, \$3,177.73; Sheriff Reserve, \$30,241.08.

Details of the bills are on file in the Auditor's office.

RENVILLE COUNTY BOARD OF COMMISSIONERS



A handwritten signature in cursive script, appearing to read "Robert Marmon", written over a horizontal line.

Robert Marmon, Board Chairman

Attest:

A handwritten signature in cursive script, appearing to read "LeAnn M. Pollman", written over a horizontal line.

LeAnn M. Pollman, County Auditor