

RENVILLE COUNTY COMMISSIONERS' PROCEEDINGS  
FOR THE MONTH OF MARCH 2024

MARCH 5, 2024

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. They performed maintenance work on the lawn mowers for the Park. New walk-in doors were installed at the Mohall Shop. Sean has two vehicles that they are no longer using. They will be put out for sale on bids.

Kent Indvik, Wold Engineering, met with the Board. The NDDOT Safety projects will be bid in November 2024 and the County chip seal project will be bid in December 2024.

The Board reviewed suggestions relating to a proposed addition to the employee handbook. Auditor Pollman will discuss the suggestions with Bethany Gates and bring the information back to the Board in April.

Moved by Comm. Hansen, second by Comm. Gates to approve the funding agreement for the Clerk of Court office with the State of ND. This will cover reimbursement for the 2025-2027 biennium. Motion carried by unanimous vote of aye.

Moved by Comm. Gates, second by Comm. Hansen that the minutes of February 2024 be approved with one correction. Motion carried by unanimous vote of aye.

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

At 10:00 a.m., the time set to open culvert and bridge supply bids, Comm. Hansen moved that the bids on hand be opened. Second by Comm. Gates. Motion carried by unanimous vote of aye. A bid was received from True North Steel. Following review of the bid, Comm. Gates moved that the bid be accepted. Second by Comm. Hansen. Motion carried by unanimous vote of aye.

RESOLUTION-2024-3

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>
Mohall City	City Road Tax Share	1,989.80

Sherwood City	City Road Tax Share	301.63
Glenburn City	City Road Tax Share	1,002.25
Tolley City	City Road Tax Share	156.64
Lorraine City	City Road Tax Share	29.54
Grano City	City Road Tax Share	12.73
AAA Heating & Sheet Metal Inc	Remove/Reinstall Ductwork/MRP	2,327.00
Rocky Ackerman	Floor Installation/Final Pmt/MRP	6,500.00
AT&T	Monthly Charges	63.11
Attorney General	24/7 Sobriety Program	180.00
Batteries Plus	Unit 62 Battery/SHE	231.75
Bottineau County	County Portion-Raven System	5,965.50
Bottineau County Sheriff	Prisoner Board/Medical/Jail	605.10
Cenex Fleetcard	Gas/SHE	1,934.55
Certified Laboratories	Boiler Chemical	879.71
Circle Sanitation	Sanitation/Cthse/R&B	111.25
Envision	Gas/Pump/Bolts/Cleaner/R&B/MRP	1,583.86
Farmers Union Hardware	Shovels/Drain Cleaner/MRP	100.97
Farmers Union Lumber	Bar Flooring/MRP	2,502.80
FDHU	1 <sup>st</sup> Qtr Mill Levy	15,862.50
Gaffaney's	Quarterly Copies	208.82
Glenburn City	Water/Sanitation/R&B	55.60
Graphics Lettering & Trim	Graphics/SHE	320.00
Heisler Auto	Oil Change/MRP Mowers	91.64
Joni Heller	Uniform Alterations/SHE	20.00
Information Tech Dept	T-1 Access/Netmotion/Office 365	1,013.65
Mohall City	Water/Sanitation/Cthse/R&B	129.72
Mohall Jack & Jill	Lysol/Pop/Cthse	58.02
Montana Dakota Utilities	Electricity	4,577.21
NDACo	Workers Comp Assessment	125.18
ND Co Vet Service Officers	Dues/Spring Conference	170.00
ND Clerks Association	2024 Annual Dues	100.00
ND Post Board	Psych Eval/SHE	150.00
ND County Records Assoc	2024 Annual Dues	200.00
ND Sheriff's & Deputies Assoc	2024 Annual Dues	400.00
Northland Electric	Replace Receptacle/MRP	103.18
O'Keeffe Oil	Diesel/R&B	4,448.88
Otter Tail Power	Electricity	95.78
Pro Forms	Receipt Books/Check Stock/AUD	489.75
Propane Services	Propane/Cthse	2,220.37
Quadient Leasing USA	Postage Meter Lease	224.58
Renville Co Council on Aging	Mill Match	3,500.96
Renville County Farmer	Comm/Notary Stamp/Transfer Stamp	326.88
Reservation Telephone	Feb/9-1-1	120.00
Souris River Telephone	Monthly Charges	1,096.47
Dr. Anthony Tatman	Employment Testing/SHE	50.00
Gabe Titus	Mileage/Meals	273.40
Trinity Health	Employment Exam/SHE	115.00
Turtle Mountain Comm	Feb/Dispatch Line	55.45
Tyler Technologies	Project Management/Technology	52,852.80
Upper Souris Water	Water/MRP/Tolley Shop	191.00




Vanguard Appraisals	Remote Edit/Service Fee	1,325.00
Verizon Connect	Monthly Charges/SHE	32.38
Visa	Uniforms/Equipment/Ammo/SHE	6,926.87
Waste Management	Sanitation/MRP	289.27
Westlie Motor	Wiper Blade/SHE	24.48
Wold Engineering	County Wide Safety Program	14,910.00

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 March 5, 2024 by Commissioner Hansen who moved its adoption, was seconded by Commissioner Gates and adopted by a unanimous vote of aye.



  
Robert Marmon, Board Chairman

Attest:  
  
LeAnn M. Pollman, County Auditor

The meeting adjourned at 10:15 a.m.

MARCH 19, 2024

Comm. Gates attended the County Commissioners Summit meeting in Bismarck.

MARCH 21, 2024

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. Load restrictions have been put on as of March 13, 2024. The tar wagon is ready to go as soon as the weather cooperates. Sean spoke to Madison Bodine at the ND Ag Department concerning the grant application for road work on CR #7 and CR #26. The County may not qualify for the grant because of lack of manufacturing in the area in question.

Moved by Comm. Hansen, second by Comm. Gates to add the following language to the Absent without Leave section of the County Personnel Policy: If an employee has not worked the required schedule, and has no accumulated leave to cover the absence, then Renville County may require the employee to reimburse the employer for benefits paid for the employee during the time of unpaid leave. The required reimbursement will be computed on the percentage of the required schedule the employee did not work. Accruals for benefit calculations, such as vacation, sick leave or holiday benefits, will also be computed on the percentage of the required schedule the employee did not work. Motion carried by unanimous vote of aye.

Kristy Titus, DES Coordinator, met with the Board. She has prepared Emergency Kits for each office in the Courthouse. She also discussed the proposed Burn Policy for 2024.

Comm. Gates introduced the following resolution and moved for its adoption:

## RESOLUTION 2024-4

### FIRE EMERGENCY And BURN RESTRICTIONS DECLARATION For RENVILLE COUNTY, NORTH DAKOTA

March 21, 2024

WHEREAS, Renville County, North Dakota has and is expected to continue to endure periods of dry conditions with significant vegetative fuels available; and

WHEREAS, all available resources remain committed to protecting life and property; and

WHEREAS, Renville County has either sustained or been threatened with rural fires in the past and the local Emergency Management Office has been in consultation with local fire departments; and

WHEREAS, the impact of fires could threaten the health, well-being, and safety of the citizens in Renville County; and

WHEREAS, the cost of response, inordinate equipment wear/tear and fire damages may be beyond available Renville County resources; and

WHEREAS, Renville County wishes to regulate activities within the County which pose a potential hazard for such loss, should the present weather conditions continue.

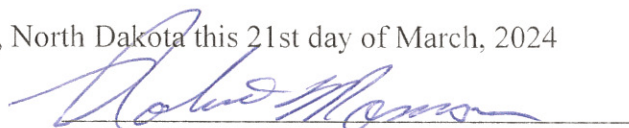
NOW, THEREFORE, BE IT RESOLVED, that the Board of Renville County Commissioners, declares a Fire Emergency and Burn Restrictions (including a ban on the ignition of fireworks, campfires, fire pits, fire rings, recreational fires, garbage burning, pit burning, burning of farm land/ditches) remain in effect **whenever the North Dakota Fire Danger Rating is in the High, Very High or Extreme Status and/or a Red Flag warning has been issued for Renville County, North Dakota.**

This policy will remain in effect until rescinded. **THE PENALTY FOR VIOLATION OF THIS BURN RESTRICTION IS A CLASS B MISDEMEANOR (NDCC 37.17.1-10.1: MAXIMUM SENTENCE OF 30 DAYS IN JAIL AND A \$1,500.00 FINE). THE RENVILLE COUNTY SHERIFF'S DEPARTMENT IS AUTHORIZED TO ISSUE CITATIONS TO VIOLATORS.**

The Daily Fire Danger Rating is available at the following website: <https://ndresponse.gov>

DATED at Mohall, North Dakota this 21st day of March, 2024



  
Robert Marmon, Renville County Commission



Attest: LeAnn Pollman  
LeAnn Pollman, County Auditor

Motion seconded by Comm. Hansen. On vote all voted aye and none voted nay and the resolution was duly adopted.

RESOLUTION-2024-5

Resolution Allowing Claims & Ordering Payment Thereof

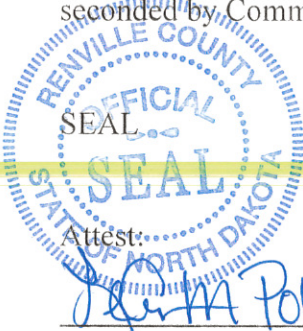
Whereas, the County Auditor has audited and the Departments have approved the following claims against the County of Renville and have certified that such claims are properly payable by said County, and that the said County Auditor has verified such claims to be paid and has satisfied herself that such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

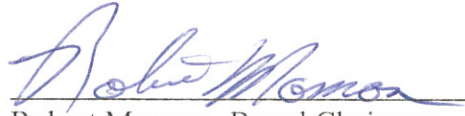
Now therefore, be it resolved by the County Commissioners of the County of Renville, North Dakota, that the following bills and claims be and thereby are, ordered paid.

<u>Payee</u>	<u>For</u>	<u>Amount</u>
Rocky Ackerman	Install Trim Boards/MRP	1,500.00
Bottineau Co Sheriff's Office	Prisoner Board/JAIL	815.00
Envision	Oil Change/Sheriff	70.74
Andy Gates	Jan-Mar/Mileage	167.50
Jamee Hansen	Jan-Mar/Mileage	201.00
Roger Hutchinson	Uniform Alterations/SHE	40.00
Information Tech Dept	T-1 Access/Office 365/Netmotion	1,056.40
Minot Restaurant Supply	Meat Slicer/Deep Fryer/MRP	6,060.50
Mohall City	Water/Cthse/R&B	156.50
NDACo Resources Group	Remote Support/Annual Mntce Charge	1,561.46
NDDOT	Bridge Inspection Program	570.51
Northern Diesel & Tire	Wheel/R&B	228.40
Danielle Petersen	Mileage/REC	62.98
LeAnn Pollman	Mileage/Election	67.00
Propane Services	Propane/Tank Rent/Cthse	2,342.39
Renville County Farmer	Culvert Bids/Comm	165.90
Renville County Treasurer	Tools/Supplies/Postage	643.12
Reservation Telephone	Mar/9-1-1	120.00
Sherwood City	Water/R&B	86.94
Kristy Titus	Meeting Expense/DES	87.93
Tyler Technology	Annual Vetra Spec Renewal/VSO	449.00
Uniform Center	Uniforms/SHE	747.43
Verizon Connect	Dec-Feb Monthly Charges/SHE	97.14
Verizon Wireless	Monthly Charges	565.75
Waste Management	Sanitation/MRP	349.53


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 March 21, 2024 by Commissioner Gates who moved its adoption, was seconded by Commissioner Hansen and adopted by a unanimous vote of aye.



  
Robert Marmon, Board Chairman

Attest:

  
LeAnn M. Pollman, County Auditor

Roger Hutchinson, Sheriff, met with the Board. He gave the Board a brief update on his department.

The meeting adjourned at 10:50 a.m.

Board ordered the following bills paid for the month of March 2024:

### Check History

CHECK#	NAME	AMOUNT	DATE
143739	AT T MOBILITY	63.11	03/04/2024
143740	MOHALL CITY	1,989.80	03/05/2024
143741	SHERWOOD CITY	301.63	03/05/2024
143742	GLENBURN CITY	1,002.25	03/05/2024
143743	TOLLEY CITY	156.64	03/05/2024
143744	LORAIN CITY	29.54	03/05/2024
143745	GRANO CITY	12.73	03/05/2024
143746	AAA HEATING AND SHEET METAL	2,327.00	03/05/2024
143747	ACKERMAN, ROCKY	6,500.00	03/05/2024
143748	ATTORNEY GENERAL	180.00	03/05/2024
143749	BOTTINEAU COUNTY	5,965.50	03/05/2024
143750	BOTTINEAU COUNTY SHERIFF	605.10	03/05/2024
143751	Cenex Fleetcard	1,934.55	03/05/2024
143752	CERTIFIED LABORATORIES	879.71	03/05/2024
143753	CIRCLE SANITATION INC	111.25	03/05/2024
143754	ECONOMIC DEV ASSOC OF ND	150.00	03/05/2024
143755	ENVISION COOPERATIVE	1,583.86	03/05/2024
143756	FARMERS UNION LUMBER	2,502.80	03/05/2024
143757	FIRST DISTRICT HEALTH UNIT	15,862.50	03/05/2024
143758	GAFFANEY'S OF MINOT INC	208.82	03/05/2024
143759	GLENBURN, CITY OF	55.60	03/05/2024
143760	GRAPHICS LETTERING	320.00	03/05/2024
143761	HEISLER AUTO	91.64	03/05/2024
143762	HELLER, JONI	20.00	03/05/2024
143763	INFORMATION TECHNOLOGY DEPT	1,013.65	03/05/2024
143764	MOHALL CHAMBER OF COMMERCE	100.00	03/05/2024
143765	Mohall, City of	129.72	03/05/2024
143766	MOHALL JACK AND JILL	58.02	03/05/2024
143767	ND ASSOCIATION OF COUNTIES	125.18	03/05/2024
143768	ND ASSOC CO TRIBAL	170.00	03/05/2024
143769	ND CLERKS ASSOCIATION	100.00	03/05/2024
143770	NORTH DAKOTA POST BOARD	150.00	03/05/2024
143771	ND COUNTY RECORDERS ASSOC	200.00	03/05/2024
143772	ND SHERIFFS AND DEPUTIES ASSN	400.00	03/05/2024
143773	NORTHLAND ELECTRIC INC.	103.18	03/05/2024
143774	O'KEEFFE OIL COMPANY	4,448.88	03/05/2024
143775	OTTER TAIL POWER COMPANY	95.78	03/05/2024
143776	Pro Forms	489.75	03/05/2024
143777	Propane Service Inc	2,220.37	03/05/2024
143778	QUADIENT LEASING USA INC	224.58	03/05/2024



143779	REN CO COUNCIL ON AGING	3,500.96	03/05/2024
143780	Renville County Farmer	326.88	03/05/2024
143781	Souris River Telephone	1,096.47	03/05/2024
143782	TATMAN, DR ANTHONY	50.00	03/05/2024
143783	TITUS, GABRIEL	273.40	03/05/2024
143784	TRINITY MEDICAL GROUP	115.00	03/05/2024
143785	Turtle Mountain Communication	55.45	03/05/2024
143786	TYLER TECHNOLOGIES INC	52,852.80	03/05/2024
143787	UPPER SOURIS WATER DISTRICT	191.00	03/05/2024
143788	VANGUARD APPRAISALS, INC	1,325.00	03/05/2024
143789	VISA	6,926.87	03/05/2024
143790	WESTLIE MOTOR CO	24.48	03/05/2024
143791	WOLD ENGINEERING	14,910.00	03/05/2024
143848	ACKERMAN, ROCKY	1,500.00	03/22/2024
143850	BOTTINEAU COUNTY SHERIFF	815.00	03/22/2024
143851	ENERBASE COOP	70.74	03/22/2024
143852	GATES, ANDY	179.56	03/22/2024
143853	HANSEN, JAMEE	201.00	03/22/2024
143854	HUTCHINSON, ROGER	40.00	03/22/2024
143855	INFORMATION TECHNOLOGY DEPT	1,056.40	03/22/2024
143857	Minot Restaurant Supply	6,060.50	03/22/2024
143858	Mohall, City of	156.50	03/22/2024
143859	NDACO RESOURCES GROUP INC	1,561.46	03/22/2024
143860	ND Dept of Transportation	570.51	03/22/2024
143861	NORTHERN DIESEL AND TIRE	228.40	03/22/2024
143862	PETERSEN, DANIELLE	62.98	03/22/2024
143863	POLLMAN, LEANN M	67.00	03/22/2024
143864	Propane Service Inc	2,342.39	03/22/2024
143865	Renville County Farmer	165.90	03/22/2024
143866	Renville County Treasurer	643.12	03/22/2024
143867	Reservation Telephone	120.00	03/22/2024
143868	SHERWOOD CITY	86.94	03/22/2024
143869	SMOOTH DAL'S	7,520.00	03/22/2024
143870	TITUS, KRISTY	87.93	03/22/2024
143871	TYLER TECHNOLOGIES INC	449.00	03/22/2024
143872	UNIFORM CENTER	747.43	03/22/2024
143873	VERIZON CONNECT	97.14	03/22/2024
143874	VERIZON WIRELESS	565.75	03/22/2024
143875	WASTE MANAGEMENT OF ND	349.53	03/22/2024

Payroll	\$140,724.99
Weed Department	\$ 1,322.47

Expenditures, by fund, approved by the Board for the month of March, 2024: General, \$212,951.61; Road & Bridge, \$44,614.25; Highway Tax, \$46,185.52; 9-1-1, \$1,282.50; Veteran Service, \$1,255.91; County Agent, \$2,711.41; Weed Control, \$1,577.28; Sheriff Reserve, \$10,037.50.

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

RENVILLE COUNTY BOARD OF COMMISSIONERS



*Robert Marmon*  
 Robert Marmon, Board Chairman

Attest:

*LeAnn M. Pollman*  
 LeAnn M. Pollman, County Auditor