

RENVILLE COUNTY COMMISSIONERS' PROCEEDINGS  
FOR THE MONTH OF SEPTEMBER 2024

SEPTEMBER 3, 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 will begin mowing the top cut along County roads next week. Sean is still waiting for gravel for several County roads. He will contact another contractor. The crew also mowed and cleaned around the bridges in the County.

Moved by Comm. Gates, second by Comm. Hansen to open the coal bid. A bid was received from Minot Coal in the amount of \$172.00 per ton for the 2024-2025 heating season. Moved by Comm. Hansen, second by Comm. Gates to accept the bid from Minot Coal. Motion carried by unanimous vote of aye. This bid reflects a \$13.00 per ton increase from last season.

Moved by Comm. Gates, second by Comm. Hansen that the minutes of August 2024 be approved as presented. Motion carried by unanimous vote of aye.

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

Danielle Petersen, County Recorder, met with the Board to again discuss her salary request for the 2025 budget. The Board recommended a 3% raise and she asked for an 8% raise. She again explained her duties to the Board in detail. The Board thanked her for the information.

Kristy Titus, Planning & Zoning Coordinator, let the Board know that the State Environmental Quality agency would be inspecting the Earth Recycling site at Glenburn on Friday morning and they are welcome to attend that inspection. She will also get some clarification on the storm shelter situation with Mohall City.

Moved by Comm. Hansen, second by Comm. Gates to open the propane bids. A bid was received from Propane Services in the amount of \$1.49 per gallon for the 2024-2025 heating season. Moved by Comm. Hansen, second by Comm. Gates to accept the bid from Propane Services. Motion carried by unanimous vote of aye.

RESOLUTION-2024-16

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> |
|--------------------------------|---------------------------------|---------------|
| AT&T                           | Monthly Charges                 | 63.10         |
| Circle Sanitation              | Sanitation                      | 111.25        |
| Citizen Insurance Agency       | Sheriff Trailer/MRP Gator       | 100.00        |
| Domestic Violence Center       | 2024 Donation                   | 20,000.00     |
| Envision Cooperative           | Fuel/WEED                       | 596.86        |
| Farden Construction            | Crushed Gravel/MRP              | 885.50        |
| Fargo Glass                    | Glass for Desks/DES             | 539.05        |
| FDHU                           | 3 <sup>rd</sup> Qtr Levy        | 15,862.50     |
| Gaffaney's of Minot            | Quarterly Copies                | 1,036.77      |
| Bethany Gates                  | July/August Mileage             | 481.73        |
| Glenburn City                  | Water/Sanitation                | 55.60         |
| I Keating Furniture            | Flooring/Cthse                  | 3,264.00      |
| Matt Johnson Plumbing          | Sink Drain Repair/MRP           | 158.00        |
| Northern Diesel & Tire         | Tire Patch                      | 122.38        |
| O'Keefe Oil                    | Diesel/R&B                      | 7,676.70      |
| Otter Tail Power               | Electricity/R&B                 | 68.83         |
| Danielle Peterson              | Color Paper                     | 38.57         |
| Quadient Leasing USA           | Postage Machine Lease/Oct-Dec   | 224.58        |
| Renville County Farmer         | Ad/Job Opening/Co Agt           | 422.01        |
| Renville County Treasurer      | Car Wash/Soda/Shop Towels       | 160.04        |
| Soltis Sportswear              | Tax Statement Paper             | 624.88        |
| SRT Communications             | Monthly Charges                 | 1,194.78      |
| Sprinkler's Plus               | Replacement Parts Rotor/Key     | 120.00        |
| Turtle Mountain Communications | Sep/Dispatch Line               | 55.43         |
| Tyler Technologies             | Taxwise License/School ERP Imp  | 38,480.15     |
| Universal Services             | Toner/Auditor                   | 159.00        |
| Upper Souris Water District    | Water                           | 871.90        |
| WEX Health                     | Aug/Administration Fee          | 70.00         |
| VISA                           | Vehicle Service/Office Supplies | 1,672.67      |

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 September 3, 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

  
 LeAnn M. Pollman, County Auditor

County Sheriff Roger Hutchinson discussed an estimate of \$44,000.00 he had received for new cameras for his department. He has a \$30,000.00 grant from the USDA to help with the cost. The Board would like Roger to gather some more information on leasing equipment rather than buying it.

The meeting adjourned at 11:30 a.m.

SEPTEMBER 17, 2024

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

Moved by Comm. Hansen, second by Comm. Gates to remove the following items from inventory and discard them: #786, 999, 857, 721, 716 chairs; #272, cassette tape holder; #871, coat rack; #1833, fax machine and #2519, scanner. Motion carried by unanimous vote of aye.

Sean Mattern, Road Supervisor, met with the Board. The crew is mowing. Farden Construction still plans on hauling gravel to some County roads this fall.

Jason Mayfield, Wold Engineering, discussed future road projects with the Board. The chip seal for CR #9 Mohall North and CR#20 Glenburn West will be bid on November 8, 2024. The Safety Projects through the NDDOT will be bid in February 2025.

At 10:00 a.m. the Board held the public preliminary budget hearing. No one appeared before the Board.

The Board discussed the salary for Kristy Titus, DES Coordinator. Bottineau County will contribute \$19,138.00. Moved by Comm. Gates, second by Comm. Hansen to approve \$64,916.00 as Renville County's portion of the DES salary for 2025. Motion carried by unanimous vote of aye. Both counties will address the Memorandum of Understanding at the start of the 2026 budget process in May 2025.

Kristy Titus, Planning & Zoning officer, met with the Board to discuss her visit to the Earth Recycling facility near Glenburn. She will send a letter to Jesz Property LLC inquiring about the types of materials that are being stored at the site. Also some of the items are too close to the road and need to be moved from the right of way.

Bethany Gates, County Agent, has hired Betsy Myaer for her Administrative Assistant position. She will start September 23, 2024.

Danielle Petersen, County Recorder, discussed purchasing a new scanner for her office. The current scanner is not compatible with their computers. Danielle received an estimate of \$3,540.71 from NRG for a new scanner that is compatible with their system. The cost is \$2,955.71 after applying a credit of \$585.00 for the trade in. Moved by Comm. Hansen, second by Comm. Gates to approve the purchase of the new scanner. Danielle will use Document Preservation funds for the purchase.

RESOLUTION-2024-17

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> |
|--------------------------|------------------------------------|---------------|
| Attorney General         | ND 24/7 Sobriety Program           | 50.00         |
| Butler Machinery         | Glass/R&B                          | 565.86        |
| Cameron Hardware         | Valve/Toilet Flapper/R&B           | 57.67         |
| Carter's Septic Service  | Septic Service/ MRP                | 1,125.00      |
| Cenex Fleet Fueling      | Gas/Sheriff                        | 3,264.04      |
| Dakota Business Solution | Ink/Postage Meter                  | 253.99        |
| Envision                 | Fuel/Tempo/MRP/R&B                 | 1,366.70      |
| Gaffaney's of Minot      | Quarterly Copies                   | 1,036.77      |
| Heisler Auto             | Freon/Evac Recharge/SHE            | 588.47        |
| Information Technology   | WAN/Office 365/Netmotion           | 1,183.65      |
| Justice McKenna          | Mileage/Meals/SHE                  | 1,301.19      |
| Mitch's Window Cleaning  | Clean Courthouse Windows           | 350.00        |
| Mohall City              | Water/Sanitation/R&B/Cthse         | 197.53        |
| Mohall Jack & Jill       | Soda/Cleaning Supplies/Cthse       | 114.11        |
| Montana Dakota Utilities | Electricity                        | 4,693.52      |
| Propane Services         | Propane/Cthse                      | 988.93        |
| Reservation Telephone    | Sept/9-1-1                         | 120.00        |
| Richardson Ag            | Gas/Weed control/MRP               | 372.33        |
| Sherwood City            | Water/Sanitation                   | 87.60         |
| Stein's Inc              | Toilet Paper/Hand Towels/Cthse     | 293.60        |
| Tritech Software Systems | Insight GIS Mapping Annual Fee/SHE | 3,733.18      |
| Uniform Center           | Uniforms/SHE                       | 18.98         |
| Verizon Wireless         | Monthly Charges                    | 690.59        |
| Waste Management         | Sanitation/MRP                     | 1,032.25      |

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 September 17, 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

The meeting adjourned at 11:00 a.m.

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

Check History

| CHECK# | NAME                          | AMOUNT    | DATE       |
|--------|-------------------------------|-----------|------------|
| 145254 | AT T MOBILITY                 | 63.10     | 09/06/2024 |
| 145255 | CIRCLE SANITATION INC         | 111.25    | 09/06/2024 |
| 145256 | CITIZENS INSURANCE AGENCY INC | 100.00    | 09/06/2024 |
| 145257 | DOMESTIC VIOLENCE CRISIS CENT | 20,000.00 | 09/06/2024 |
| 145258 | FARDEN CONSTRUCTION INC       | 885.50    | 09/06/2024 |
| 145259 | FARGO GLASS                   | 539.05    | 09/06/2024 |
| 145261 | GATES, BETHANY                | 481.73    | 09/06/2024 |
| 145262 | GLENBURN, CITY OF             | 55.60     | 09/06/2024 |
| 145263 | I KEATING INC                 | 3,264.00  | 09/06/2024 |
| 145264 | MATT JOHNSON PLUMBING         | 158.00    | 09/06/2024 |
| 145265 | NORTHERN DIESEL AND TIRE      | 122.38    | 09/06/2024 |
| 145266 | O'KEEFFE OIL COMPANY          | 7,676.70  | 09/06/2024 |
| 145267 | OTTER TAIL POWER COMPANY      | 68.83     | 09/06/2024 |
| 145268 | PETERSEN, DANIELLE            | 38.57     | 09/06/2024 |
| 145269 | QUADIENT LEASING USA INC      | 224.58    | 09/06/2024 |
| 145270 | Renville County Treasurer     | 160.04    | 09/06/2024 |
| 145271 | Soltis                        | 624.88    | 09/06/2024 |
| 145272 | Souris River Telephone        | 1,194.78  | 09/06/2024 |
| 145273 | SPRINKLERS PLUS               | 120.00    | 09/06/2024 |
| 145275 | Turtle Mountain Communication | 55.43     | 09/06/2024 |
| 145276 | TYLER TECHNOLOGIES INC        | 38,480.15 | 09/06/2024 |
| 145277 | Universal Services            | 159.00    | 09/06/2024 |
| 145278 | VISA                          | 1,672.67  | 09/06/2024 |
| 145279 | WEX HEALTH                    | 70.00     | 09/06/2024 |
| 145328 | ENVISION COOPERATIVE          | 596.86    | 09/06/2024 |
| 145329 | Renville County Farmer        | 422.01    | 09/06/2024 |
| 145330 | UPPER SOURIS WATER DISTRICT   | 871.90    | 09/06/2024 |
| 145331 | VERIZON WIRELESS              | 690.59    | 09/23/2024 |
| 145332 | ATTORNEY GENERAL              | 50.00     | 09/23/2024 |
| 145333 | BUTLER MACHINERY              | 565.86    | 09/23/2024 |
| 145334 | CAMERON HARDWARE              | 57.67     | 09/23/2024 |
| 145335 | Cenex Fleetcard               | 3,264.04  | 09/23/2024 |
| 145337 | ENVISION COOPERATIVE          | 1,366.70  | 09/23/2024 |
| 145338 | ENVISION COOPERATIVE          | 220.71    | 09/23/2024 |
| 145339 | GAFFANEY'S OF MINOT INC       | 1,036.77  | 09/23/2024 |
| 145340 | HEISLER AUTO                  | 588.47    | 09/23/2024 |
| 145341 | INFORMATION TECHNOLOGY DEPT   | 1,183.65  | 09/23/2024 |
| 145342 | JACK AND JILL GROCERIES       | 114.11    | 09/23/2024 |
| 145343 | MCKENNA, JUSTICE              | 1,031.19  | 09/23/2024 |
| 145344 | MITCH'S WINDOW CLEANING       | 350.00    | 09/23/2024 |
| 145345 | Mohall, City of               | 197.53    | 09/23/2024 |
| 145346 | Montana-Dakota Utilities Co.  | 4,693.52  | 09/23/2024 |
| 145347 | Propane Service Inc           | 988.93    | 09/23/2024 |
| 145348 | Reservation Telephone         | 120.00    | 09/23/2024 |
| 145349 | RICHARDSON AG INC             | 372.33    | 09/23/2024 |
| 145350 | ROSS CARTER                   | 1,125.00  | 09/23/2024 |
| 145351 | SHERWOOD CITY                 | 87.60     | 09/23/2024 |
| 145352 | STEINS INC                    | 293.60    | 09/23/2024 |
| 145353 | TRI-TECH SOFTWARE SYSTEMS     | 3,733.18  | 09/23/2024 |
| 145354 | UNIFORM CENTER                | 18.98     | 09/23/2024 |
| 145355 | WASTE MANAGEMENT OF ND        | 1,032.25  | 09/23/2024 |
| 145356 | DAKOTA BUSINESS SOLUTIONS     | 253.99    | 09/23/2024 |

|           |               |
|-----------|---------------|
| Payroll   | \$ 150,663.75 |
| Weed Dept | \$ 1,333.50   |

Expenditures, by fund, approved by the Board for the month of September, 2024: General, \$212,249.25; Road & Bridge, \$28,459.71; Highway Tax, \$45,898.74; 9-1-1, \$1,282.50; Veteran Service, \$1,085.89; County Agent, \$59.40; Weed Control, \$2,151.07; Sheriff Reserve, \$10,316.22.

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



RENVILLE COUNTY BOARD OF COMMISSIONERS

  
Robert Marmon, Board Chairman

Attest:

  
LeAnn M. Pollman, County Auditor