

RENVILLE COUNTY COMMISSIONERS' PROCEEDINGS  
FOR THE MONTH OF DECEMBER 2022

DECEMBER 6, 2022

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

The Auditor, acting as Chairperson, called for nominations for Board Chairman. Comm. Hansen nominated Comm. Marmon. No other nominations were made. Moved by Comm. Hansen, second by Comm. Gates that nominations cease and that a unanimous ballot be cast for Comm. Marmon as Board Chairman. Motion carried by unanimous vote of aye. Chrm. Marmon called for nominations for Vice-Chairman. Comm. Hansen nominated Comm. Gates. No other nominations were made. Moved by Comm. Hansen, second by Comm. Marmon that nominations cease and that a unanimous ballot be cast for Comm. Gates as Vice-Chairman. Motion carried by unanimous vote of aye.

Sheriff Roger Hutchinson met with the Board. He discussed 2023 budget numbers for his department. Deputy Bryant Beauger resigned as of December 31, 2022. Sheriff Hutchinson will fill the position as soon as possible.

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

Kristy Titus, DES Coordinator, discussed the County's burn policy with the Board. The State recommended the County rescind the policy till it is needed again. Moved by Comm. Gates, second by Comm. Hansen to rescind the County burn policy as of today. Motion carried by unanimous vote of aye.

Auditor Pollman discussed various funding sources from the State and the Federal government including the "Prairie Dog" funds, COVID funds and the Local Assistance & Tribal Consistency Fund dollars.

Moved by Comm. Hansen, second by Comm. Gates to move \$225,000.00 from Gate City Bank to First Western Bank. The funds will be put into a certificate of deposit for a one year term at a 3.75 interest rate. Motion carried by unanimous vote of aye.

The Board discussed property the County received through 3 Year Tax Action. There are 5 lots in Tolley City that the City could buy from the County. Auditor Pollman is waiting to hear from Tolley City.

Sean Mattern, Road Supervisor, gave the Board an update on his department. All three trucks are up and running. The wings have been put on the motorgraders. Sean has a supply of salted sand at the Mohall shop. The NDDOT requested weight limit signs put up at two bridges. The Board discussed the motorgrader operator position that is still open at the Tolley shop. Moved by Comm. Gates, second by Comm. Hansen to advertise for the position. Motion carried by unanimous vote of aye.

RESOLUTION-2022-28

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> |
|--------------------------------|---|---------------|
| Election Expense               | Resolution/Canvass Boards                     | 476.25        |
| Accredited Security            | Taser/Cartridges/SHE                          | 5,191.80      |
| Advanced Business Methods      | Copier Lease/Copies/Soc Serv                  | 167.52        |
| Aramark                        | Rugs/Shop Towels/R&B                          | 252.30        |
| AT&T Mobility                  | Monthly Charges                               | 62.3.4        |
| Butler Machinery               | Install Ripper/R&B                            | 4,401.77      |
| Cenex Fleetcard                | Gas/SHE                                       | 3,271.31      |
| Circle Sanitation              | Sanitation/Cthse/R&B                          | 111.25        |
| Dakota Business Solutions      | Postage Meter Ink/Multi User                  | 220.99        |
| Election Systems & Software    | Coding/Election                               | 3,622.80      |
| Farden Construction            | Impound Lot Rock/SHE                          | 375.00        |
| First District Health Unit     | 4 <sup>th</sup> Qtr Mill Levy                 | 14,394.75     |
| Bethany Gates                  | Mileage/Meals/Cell Phone Reimb                | 1,961.63      |
| Glenburn City                  | Water/Sanitation/R&B                          | 54.85         |
| Gravel Products                | Salted Sand/R&B                               | 378.42        |
| Heisler Auto                   | Brake Parts Cleaner/R&B                       | 59.88         |
| Darrell Iverson                | Camping Fees/MRP                              | 19,585.17     |
| John Deere Financial           | Filters/Elbow Fittings/Battery/R&B            | 1,535.39      |
| Montana Dakota Utilities       | Electricity                                   | 2,539.38      |
| NDACo                          | Nov/9-1-1                                     | 265.95        |
| NDACo                          | GIS Maps/Misc General                         | 79.27         |
| NDSU                           | Farm Record Books/Co Agt                      | 120.00        |
| Nodak Towing & Recovery        | Vehicle Tow/SHE                               | 200.10        |
| North Country Sportswear       | Flags/Cthse                                   | 118.00        |
| Northern Diesel & Tire         | Tire/R&B                                      | 616.80        |
| Otter Tail Power               | Electricity/R&B                               | 90.03         |
| Danielle Petersen              | Cleaning Products/Mileage                     | 104.25        |
| LeAnn Pollman                  | Mileage/AUD                                   | 62.50         |
| Quadient Leasing               | Postage Meter Lease                           | 224.58        |
| Renville County Treasurer      | Tax Deposit                                   | 12,093.16     |
| Renville County Treasurer      | Tax Deposit Transfer                          | 699.50        |
| Renville County Treasurer      | Retirement/Registration/Sensory Items         | 1,115.79      |
| Souris River Jt Board          | 3 <sup>rd</sup> & 4 <sup>th</sup> Qtr Payment | 20,000.00     |
| Souris River Telephone         | Monthly Charges                               | 1,231.25      |
| Stein's                        | Wax/Deodorant Blocks/Cthse                    | 194.88        |
| Turtle Mountain Communications | Nov/Dispatch Line                             | 54.76         |
| Upper Souris Water Dist        | Water/R&B/MRP                                 | 78.00         |

|                     |                                    |          |
|---------------------|------------------------------------|----------|
| Vanguard Appraisals | Training Hours                     | 1,320.00 |
| Verizon Connect     | Monthly Service/SHE                | 32.38    |
| Verizon Wireless    | Monthly Charges                    | 775.44   |
| Visa                | Lodging/Iron/Signs/Boots/Batteries | 1,722.80 |
| Ward County         | Prisoner Board/Jail                | 800.00   |
| Waste Management    | Sanitation/MRP                     | 2,195.91 |
| Williams County     | Credit Card Purchase/Soc Serv      | 47.32    |

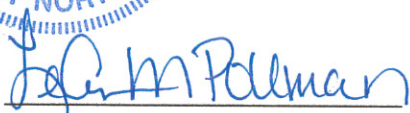
Be it further resolved, that the County Auditor be, and she hereby is authorized and directed to draw warrants for the above claims from the respective funds, and that the County Auditor be, and she hereby is, authorized to execute and deliver such warrants.

The above and foregoing resolution was offered at a regular meeting of the County Commissioners held on December 6, 2022 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

Moved by Comm. Marmon, second by Comm. Hansen that the minutes of November 2022 be approved with one correction. Motion carried by unanimous vote of aye.

Moved by Comm. Marmon, second by Comm. Gates to organize and participate in the Elmer Jesme Conference of Counties. Motion carried by unanimous vote of aye.

The Board discussed the schedule of appointments to various County boards. Moved by Comm. Hansen, second by Comm. Gates to make the State's Attorneys' appointment coterminous with his elected position. Motion carried by unanimous vote of aye.

Moved by Comm. Gates, second by Comm. Hansen that the following appointments be made: State's Attorney, Seymour Jordan (CY 2023-2026); Park Board, Andy Gates (CY 2023-2026) and Jamee Hansen (CY 2023-2026); Weed Board, Andy Gates (CY 2023-2026); DES Coordinator, Kristy Titus (CY 2023); 9-1-1 Coordinator, Renae Johnson (CY 2023); Coroner, David Stark, (CY 2023-2024) FDHU, David Stark, (CY 2023); Souris Basin Planning Council, Robert Marmon and alternate Jamee Hansen (CY 2023); 9-1-1 Advisory Board, Chairman Robert Marmon, State's Attorney Seymour Jordan, County Sheriff Roger Hutchinson, Renae Johnson, Mike Overton and Michelle Helming (CY 2023); Planning Commission, Jamee Hansen (CY 2023-2026); Job Development Authority, Robert Marmon and Guy Solemsaas (CY 2023-2025); Risk Manager, Robin Stark (CY 2023); North Star Human Service Board, Jamee Hansen (CY 2023-2024) and Angela F. Sundahl (CY 2023-2026). Motion carried by unanimous vote of aye.

The meeting adjourned at 11:50 a.m.

DECEMBER 6, 2022

The Board attended the Township Officers meeting at 1:00 p.m. at the Courthouse.

DECEMBER 20, 2022

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

Jason Mayfield, Wold Engineering, met with the Board. They discussed the Mohall North, Glenburn West project for 2023. He would like to bid the project on February 7, 2023.

Roger Hutchinson, Sheriff, discussed the School Resource Officer agreement the County entered into with Mohall-Lansford-Sherwood School. The contract will run from January 1, 2023 to June 30, 2023. The cost to MLS School is \$5,000.00 for the remainder of the school year. Moved by Comm. Gates, second by Comm. Hansen to approve the contract with the MLS School for the School Resource Officer. Motion carried by unanimous vote of aye.

Sheriff Hutchinson has decommissioned the 2015 Ford Police Interceptor. He would like to dispose of it at auction. Moved by Comm. Hansen, second by Comm. Gates to allow the vehicle to be placed at Northern Auction in Minot for disposal. Motion carried by unanimous vote of aye.

Moved by Comm. Hansen, second by Comm. Gates to approve Seymour Jordan, States's Attorney to work for Divide, Renville and Bottineau Counties. Motion carried by unanimous vote of aye.

Moved by Comm. Gates, second by Comm. Hansen that the following appointments be made: Water Resource Board, Dan Steinberger (CY 2023-2025); School Reorganization Board, Farrah Hassan (CY 2023-2025); Job Development Authority, Garrett Volk and Peggy Brown (CY 2023-2025). Motion carried by unanimous vote of aye.

Moved by Comm. Gates, second by Comm. Hansen to sell lots in Tolley City back to Tolley City. They were received by the County through tax action and all had specials attached to the properties. They are as follows: Lots 20 & 21, Block 6, Original Townsite, Tolley City and Lots 1 thru 4, Block 20, Fruh-Sauer Addition, Tolley City. Motion carried by unanimous vote of aye.

The Board spoke to Ted Keller, General Roofing & Construction, met with the Board via conference telephone. The Board had questions concerning the scope of work done by the contractor. They would like to have a detailed invoice of the work done with associated costs attached to each item. Mr. Keller said he would email a detailed invoice.

RESOLUTION-2022-29

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.

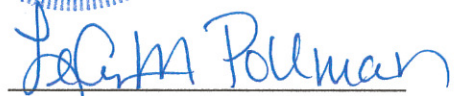
| <u>Payee</u>                      | <u>For</u>                           | <u>Amount</u> |
|-----------------------------------|--------------------------------------|---------------|
| Attorney General                  | 24/7 Program Payment                 | 300.00        |
| Carter Septic Services            | Sanitation/MRP                       | 210.00        |
| Enerbase                          | Tires/SHE                            | 1,098.40      |
| Envision                          | Gas/Service/Supplies                 | 1,638.95      |
| Andy Gates                        | Mileage/Dec                          | 22.50         |
| Jamee Hansen                      | Mileage/Dec                          | 75.00         |
| Information Tech Dept             | T-1 Access/Wireless/Netmotion        | 772.45        |
| Jordan Law Office                 | St Atty Services Aug-Dec             | 8,414.50      |
| Miller Electric                   | Boiler Repair/Cthse                  | 144.00        |
| Mohall City                       | Water/Cthse/R&B                      | 98.18         |
| Pro Forms                         | Check Stock/AUD                      | 137.24        |
| Propane Services                  | Propane/Pilot Assembly/Cthse         | 4,947.65      |
| Renville County Farmer            | General Election Ballot/Commis       | 1,061.86      |
| Reservation Telephone             | Dec/9-1-1                            | 120.00        |
| Sherwood City                     | Water/Sanitation/R&B                 | 85.92         |
| Third Watch Communications        | Remove/Install Vehicle Equipment/SHE | 1,870.00      |
| Truck & Equipment Sales & Service | Install Spring/Front Pin/R&B         | 2,580.10      |
| Ward County                       | Inmate Board                         | 720.00        |
| Westlie Motor Co                  | Service                              | 73.98         |

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 December 20, 2022 by Commissioner Hansen who moved its adoption, was seconded by Commissioner Gates and adopted by a unanimous vote of aye.



Attest:

  
LeAnn M. Pollman, County Auditor

  
Robert Marmon, Board Chairman

The Board attended a Zoom meeting with Recorder/Clerk of Court Danielle Petersen on Friday, December 16, 2022. The topic concerned the State wanting to make all County Clerks of Court state employees. This will be discussed in the upcoming legislative session. Danielle gave the Board two examples of resolutions against the proposal. The Board will send them to States's Attorney Seymour Jordan for an opinion.

Tami Aberle, Danielle Petersen, Kristy Titus and Renae Johnson met with the Board to discuss the County's current storm policy. Sheriff Hutchinson was also present for part of the discussion. They would like clarification on when employees are notified of delayed start or closures due to the weather. One suggestion was to follow the MLS School closures. Comm. Marmon stated that with remote learning the school can more easily close than the County. The group would like to have some guidance by 6:30 a.m. because some employees have to be at work by 8:00 a.m. Moved by Comm. Gates, second by Comm. Hansen to have an automatic delayed opening (10:00 a.m.) if there is a "no travel advised" for the County at 10:00 p.m. the evening before. That will give the Chairman, the Sheriff and the Road Supervisor time to decide if the courthouse should be closed. Employees will be notified by 8:30 a.m. if a closure is needed for the day. Motion carried by unanimous vote of aye. Days considered by an employee to be unfit for travel shall be taken as vacation time unless the Board of County Commissioners close the courthouse because of road and/or weather conditions.

Chal & Rose Brown met with the Board to discuss the proposed drain project filed with the Water Resource Board. He asked if the Board would place themselves temporarily on the Water Board to aid in the decision making for the drain project. The Board did not feel that would be beneficial to the petition process. Voting is currently taking place and will end January 5, 2023. The current Water Board members will follow procedures in place to complete the petition process.

The meeting adjourned at 12:05 p.m.

Board ordered the following bills paid for the month of December 2022:

#### Check History

| CHECK# | NAME                       | AMOUNT    | DATE       |
|--------|----------------------------|-----------|------------|
| 141863 | VISA                       | 1,722.80  | 12/06/2022 |
| 141864 | ACCREDITED SECURITY        | 5,191.80  | 12/06/2022 |
| 141865 | ADVANCED BUSINESS METHODS  | 167.52    | 12/06/2022 |
| 141866 | ALEXANDER, CINDY           | 32.50     | 12/06/2022 |
| 141867 | ARAMARK                    | 252.30    | 12/06/2022 |
| 141868 | BUTLER MACHINERY           | 4,401.77  | 12/06/2022 |
| 141869 | Cenex Fleetcard            | 3,271.31  | 12/06/2022 |
| 141870 | CIRCLE SANITATION INC      | 111.25    | 12/06/2022 |
| 141871 | DAKOTA BUSINESS SOLUTIONS  | 220.99    | 12/06/2022 |
| 141872 | ELECTION SYSTEMS SOFTWARE  | 3,622.80  | 12/06/2022 |
| 141873 | FARDEN CONSTRUCTION INC    | 375.00    | 12/06/2022 |
| 141875 | GATES, BETHANY             | 1,961.63  | 12/06/2022 |
| 141876 | GATES, VICKY               | 62.50     | 12/06/2022 |
| 141877 | GILSETH, VALERIE           | 50.00     | 12/06/2022 |
| 141878 | GLENBURN, CITY OF          | 54.85     | 12/06/2022 |
| 141879 | Glessing, Barbara          | 50.00     | 12/06/2022 |
| 141880 | GRAVEL PRODUCTS, INC.      | 378.42    | 12/06/2022 |
| 141881 | HEISLER AUTO               | 59.88     | 12/06/2022 |
| 141882 | Iverson, Darrell           | 19,585.17 | 12/06/2022 |
| 141883 | JOHN DEERE FINANCIAL       | 1,535.39  | 12/06/2022 |
| 141884 | Johnson, Norine            | 37.50     | 12/06/2022 |
| 141886 | ND ASSOCIATION OF COUNTIES | 265.95    | 12/06/2022 |
| 141887 | ND ASSOCIATION OF COUNTIES | 79.27     | 12/06/2022 |
| 141888 | NDSU EXTENSION SERVICE     | 120.00    | 12/06/2022 |

|        |                                |           |            |
|--------|--------------------------------|-----------|------------|
| 141889 | NODAK TOWING RECOVERY          | 200.10    | 12/06/2022 |
| 141890 | North Country Sportswear       | 118.00    | 12/06/2022 |
| 141891 | NORTHERN DIESEL AND TIRE       | 616.80    | 12/06/2022 |
| 141892 | OBERHOLTZER, DEBRA             | 26.25     | 12/06/2022 |
| 141893 | ONES, JEANNE                   | 93.75     | 12/06/2022 |
| 141894 | OTTER TAIL POWER COMPANY       | 90.03     | 12/06/2022 |
| 141895 | PETERSEN, DANIELLE             | 104.25    | 12/06/2022 |
| 141896 | POLLMAN, LEANN M               | 62.50     | 12/06/2022 |
| 141897 | QUADIENT LEASING USA INC       | 224.58    | 12/06/2022 |
| 141898 | Renville County Treasurer      | 12,093.16 | 12/06/2022 |
| 141899 | Renville County Treasurer      | 699.50    | 12/06/2022 |
| 141900 | Renville County Treasurer      | 1,115.79  | 12/06/2022 |
| 141901 | SOURIS RIVER JOINT BOARD       | 20,000.00 | 12/06/2022 |
| 141902 | Souris River Telephone         | 1,231.25  | 12/06/2022 |
| 141903 | Stark, Robin                   | 73.75     | 12/06/2022 |
| 141904 | STEINS INC                     | 194.88    | 12/06/2022 |
| 141905 | Turtle Mountain Communication  | 54.76     | 12/06/2022 |
| 141906 | UPPER SOURIS WATER USERS ASSOC | 78.00     | 12/06/2022 |
| 141907 | VANGUARD APPRAISALS, INC       | 1,320.00  | 12/06/2022 |
| 141908 | VERIZON CONNECT NWF, INC       | 32.38     | 12/06/2022 |
| 141909 | VERIZON WIRELESS               | 775.44    | 12/06/2022 |
| 141910 | WARD COUNTY AUDITOR            | 800.00    | 12/06/2022 |
| 141911 | WASTE MANAGEMENT OF ND         | 414.09    | 12/06/2022 |
| 141912 | WILLIAMS COUNTY                | 47.32     | 12/06/2022 |
| 141913 | WITTEMAN, BEVERLY              | 50.00     | 12/06/2022 |
| 141915 | ATTORNEY GENERAL               | 300.00    | 12/20/2022 |
| 141916 | ROSS CARTER                    | 210.00    | 12/20/2022 |
| 141917 | ENERBASE COOP                  | 1,098.40  | 12/20/2022 |
| 141918 | ENVISION COOPERATIVE           | 1,638.95  | 12/20/2022 |
| 141919 | GATES, ANDY                    | 22.50     | 12/20/2022 |
| 141920 | HANSEN, JAMEE                  | 75.00     | 12/20/2022 |
| 141921 | INFORMATION TECHNOLOGY DEPT    | 772.45    | 12/20/2022 |
| 141922 | JORDAN LAW OFFICE, PLLC        | 8,414.50  | 12/20/2022 |
| 141923 | MILLER ELECTRIC, INC.          | 144.00    | 12/20/2022 |
| 141924 | Mohall, City of                | 98.18     | 12/20/2022 |
| 141925 | Pro Forms                      | 137.24    | 12/20/2022 |
| 141926 | Propane Service Inc            | 5,259.88  | 12/20/2022 |
| 141927 | Renville County Farmer         | 1,061.86  | 12/20/2022 |
| 141928 | Reservation Telephone          | 120.00    | 12/20/2022 |
| 141929 | SHERWOOD CITY                  | 85.92     | 12/20/2022 |
| 141930 | THIRD WATCH COMMUNICATIONS     | 1,870.00  | 12/20/2022 |
| 141931 | TRUCK AND EQUIPMENT SALES      | 2,580.10  | 12/20/2022 |
| 141932 | WARD COUNTY AUDITOR            | 720.00    | 12/20/2022 |
| 141933 | WESTLIE MOTOR CO               | 73.98     | 12/20/2022 |
| 141945 | Montana-Dakota Utilities Co.   | 7,524.11  | 12/22/2022 |
| 141946 | YOZAMP, AYRTON                 | 192.50    | 12/22/2022 |
| 141947 | AT & T MOBILITY                | 62.34     | 12/28/2022 |
| 141948 | MOTOROLA SOLUTIONS INC         | 5,875.00  | 12/28/2022 |
| 141949 | Renville County Treasurer      | 936.45    | 12/28/2022 |
| 141951 | Turtle Mountain Communication  | 54.76     | 12/28/2022 |

|            |              |
|------------|--------------|
| Payroll    | \$126,000.57 |
| Weed Dept. | \$ 1,258.00  |

Expenditures, by fund, approved by the Board for the month of December, 2022:  
 General, \$186,826.85; Road & Bridge, \$29,915.97; Highway Tax, \$34,734.13; 9-1-1, \$1,261.87;  
 Veteran Service, \$1,503.70; County Agent, \$6,077.73; Pesticide Fund, \$20.00; Weed Control,  
 \$1,690.50; Sheriff Reserve, \$18,040.08.

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