

RENVILLE COUNTY COMMISSIONERS' PROCEEDINGS
FOR THE MONTH OF JULY 2023

JULY 6, 2023

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

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

Sean Mattern, Road Supervisor, met with the Board. The Board received three estimates for replacing overhead doors at the Mohall Shop. The estimates received include: American Garage Door, \$20,755.00; Overhead Door Co, \$22,650.00; and Magic City Garage Door Co, \$23,263.00. Moved by Comm. Hansen, second by Comm. Gates to accept the estimate from American Garage Door in the amount of \$20,755.00. Motion carried by unanimous vote of aye.

The Road Department will start mowing the top cut on County roads on Monday, July 10th. They have mowed around all the bridges. Sean is getting hot mix from Farden Construction to repair the railroad track area of the County road at Grano.

Seymour Jordan, State's Attorney and Bethany Gates, County Agent, met with the Board. The Board had received reports of a possible violation of the County's Controlled Substance Workplace Policy. The employee submitted her resignation effective immediately. Moved by Comm. Hansen, second by Comm. Gates to accept the resignation. Motion carried by unanimous vote of aye.

An estimate was received from Tyler Technologies for software. The estimate includes a one time cost of \$190,618.00 and an annual recurring fee of \$25,799.00. The new software will run payroll, general ledgers and the tax processes. Mr. Jordan stated that Aaron Burst, NDACo Executive Director, will be speaking at the Auditor's Convention next week in Bismarck concerning several county's need to acquire new software. Renville County is currently with GovernSoft and that company is ending service as of December 31, 2025. There are 17 counties state wide that use that service. The Board will wait to see what the NDACo can do to possibly get a "group rate".

The Board and Mr. Jordan discussed the courthouse front step repair project. Ted Keller of General Roofing and Contracting told Auditor Pollman they would be here by July 1, 2023 to finish the project. Mr. Jordan was given the contact information for the sub-contractor on the project and asked for photos of the front steps. He will draft a letter concerning the lack of progress on the project.

Moved by Comm. Gates, second by Comm. Hansen that the quarterly reports for the period ended June 30, 2023 be approved and accepted. Motion carried by unanimous vote of aye.

Moved by Comm. Gates, second by Comm. Hansen that the minutes of June 2023 be approved as presented. Motion carried by unanimous vote of aye.

The Board reviewed an estimate for tree removal from The Ground Up for trees on the County owned lot in Mohall City. They will remove six trees and stumps and clean up two other trees. The cost is estimated at \$9,600.00. Moved by Comm. Hansen, second by Comm. Gates to accept the estimate. Motion carried by unanimous vote of aye. The work is to start the week of August 13, 2023.

Sheriff Roger Hutchinson discussed his 2024 budget requests with the Board.

RESOLUTION-2023-15

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	155.32
AT&T Mobility	Monthly Charges	62.28
Bison Sites	County Website Renewal	450.00
Carter Septic Services	Sanitation/MRP	1,120.00
Cenex Fleetcard	Gas/SHE	5,537.28
Circle Sanitation	Sanitation/R&B/Cthse	111.25
Citizens Insurance Agency	Insurance 2023 Ford Expedition	1,531.00
Farden Construction	Black Dirt/County Lot	1,470.00
Farmers Union Lumber	Picnic Table Lumber/MRP	388.28
Bethany Gates	Mileage/Medora Trip/Co Agt	857.55
Glenburn City	Water/Sanitation/R&B	55.60
Jason's Super Foods	Clorox/Lysol/Trash Bags/Cthse	38.15
Jessen Roofing	Roof Inspection/Repair/Cthse	650.00
John Deere Financial	HyGuard Oil/Clamp/R&B	520.70
Jordan Law Office	St Attorney Services/June	9,207.00
Chuck Leet	Games/MRP	750.00
Jack Lisle	Meals/SHE	525.00
Matt Johnson Plumbing	Sprinkler Line Repair/Cthse	131.79
Mayo Construction	CP-3823(023) & CP-3836(023)	1,425,062.16
Minot Daily News	Subscription	273.00
Montana Dakota Utilities	Electricity	4,420.82
NDAAO	Conference Registration/Dues/AUD	260.00
NDACo	Jun/9-1-1	259.18
ND State Radio	LETS/SHE	120.00
Office of State Auditor	2022 Audit Review	430.00
O'Keeffe Oil	Diesel/R&B	8,792.51
Otter Tail Power	Electricity	65.72
Danielle Petersen	Mileage/Meals/Door Prize/REC	435.80
Power Plan	Oil Filters/R&B	270.47

Sidwell Company	Arc GIS/Portico/Tax/Cama/Mapping	12,975.76
Souris River Telephone	Monthly Charges	1,218.98
Sprinklers Plus	Service Call/Cthse	500.00
True North Steel	Culverts/Bands/R&B	23,884.70
Tuff Trucks	Grille Guard/Mud Flaps/SHE	1,504.47
Turtle Mountain Communications	Jun Dispatch Line/SHE	54.77
Visa	Gravel Rake/Picnic Tables/Office Sup	5,070.25
Williams County	Vehicle Tires/Wiper Blades/Postage	321.33
Wold Engineering	CP-3823(023) & CP-3836(023)	77,831.74

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 July 6, 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 Board discussed the departmental budget requests. They recommended changing the “gravel” line item in the Road & Bridge budget from \$40,000.00 to \$100,000.00 for 2024. They discussed each departments salary requests and will recommend a 6% + \$2400 raise for all full time positions. They also requested Auditor Pollman to ask BCBS for an estimate on what it would cost to have full family health insurance for full time employees.

The meeting adjourned at 12:30 p.m.

JULY 18, 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. They are mowing the top cut along County roadways. The machine at the Glenburn Shop is broke down. Butler Machinery will be sending a machine for the County to use until repairs can be completed. American Garage Door will be at the Mohall Shop this week to replace the overhead doors.

Jason Mayfield, Wold Engineering, discussed just released NDDOT grant opportunities. Most of the grants require more of a County share than the County would be able to afford. He is working on environmental studies for the NDDOT Safety Program for the County. Those

projects will begin next summer. He had talked to the NDDOT concerning the Grano Bridge fishing access and the issue with individuals parking on the bridge. Jason will see if there is grant money available for a parking lot at that site.

Sheriff Roger Hutchinson met with the Board. He informed the Board of disciplinary action he has taken concerning a deputy. He also discussed 2024 salaries.

Renae Johnson, 9-1-1 Coordinator, discussed the new campground at the Mouse River Park. There are 10 new camping spots and a new access road into the site. She requires a name for the new road. Moved by Comm. Hansen, second by Comm. Gates to name the road "Iverson Drive" in honor of Darrell Iverson, Park Caretaker. Motion carried by unanimous vote of aye.

RESOLUTION-2023-16

Resolution Allowing Claims & Ordering Payment Thereof

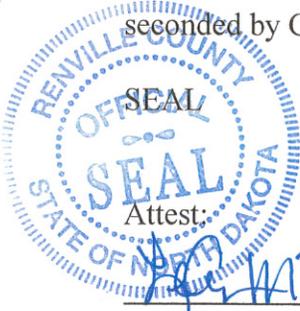
Whereas, the County Auditor has audited and the Departments have approved the following claims against the County of Renville and have certified that such claims are properly payable by said County, and that the said County Auditor has verified such claims to be paid and has satisfied herself that such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

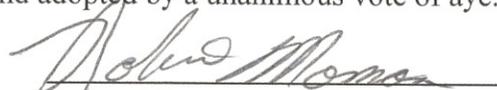
Now therefore, be it resolved by the County Commissioners of the County of Renville, North Dakota, that the following bills and claims be and thereby are, ordered paid.

<u>Payee</u>	<u>For</u>	<u>Amount</u>
B&D Donor Recognition	Leaf Engraving/MRP	11.45
Butler Machinery	Bolt/R&B	7.04
Envision	Gas/Paint/Fly Spray/Fan	2,055.07
Farmers Union Oil	Tire/MRP	36.93
Glass Doctor	2023 F-150 Windshield/SHE	413.65
Heisler Auto	Choke & Carb Cleaner/R&B	74.87
Roger Hutchinson	Meals/Parking/Lodging/SHE	637.40
Information Tech Dept	T-1 Access/Netmotion/Office 365	991.85
Mayo Construction	Hot Mix/R&B	944.30
Mohall City	Water/Sanitation/R&B/Cthse	322.56
North Dakota APCO	Conference Registration/9-1-1	250.00
NDACo	ILG Classes/Petersen	60.00
North Country Mercantile	Mower Blades/Filters/MRP	292.14
Pringle & Herigstad	Mental Health Proceedings/Clerk	386.57
Renville County Farmer	Commissioner Proceedings	156.31
Renville County Treasurer	Gas/Titles/ACH Fees/Stamps	265.75
Reservation Telephone	Jul/9-1-1	120.00
Souris River Telephone	Jul/9-1-1	112.50
Tritech Software Systems	9-1-1/Insight Mobile/GIS Maintenance	3,555.34
United States Postal Service	Box Rent/Soc Serv	98.00
Upper Souris Water District	Water/MRP/R&B	72.00
Verizon Connect	Monthly Charges	32.38
Verizon Wireless	Monthly Charges	602.07
Visa	Gravel Rake/Picnic Tables/Gas/Garmin	5,070.25
Waste Management	Sanitation/MRP	855.32

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 July 18, 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

Attest:


LeAnn M. Pollman, County Auditor

Moved by Comm. Gates, second by Comm. Hansen to appoint Bob Marmon as the County Delegate to the ND Association of Counties convention in October. Motion carried by unanimous vote of aye. Bob received the majority of votes from County department heads.

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

The Board discussed the 2024 budget. They recommended a 6% raise plus \$2,400.00 for all full time positions and a 6% raise for part time positions. The Sheriff salary recommendation is \$85,002.00 and the sergeant position would be \$70,002.00. These are recommended figures and will be discussed again on August 1, 2024.

The meeting adjourned at 11:30 a.m.

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

Check History

CHECK#	NAME	AMOUNT	DATE
142806	VISA	5,070.25	07/06/2023
142807	ADVANCED BUSINESS METHODS	155.32	07/06/2023
142808	ARAMARK	315.00	07/06/2023
142809	BISON SITES	450.00	07/06/2023
142810	ROSS CARTER	1,120.00	07/06/2023
142811	Cenex Fleetcard	5,537.28	07/06/2023
142812	CIRCLE SANITATION INC	111.25	07/06/2023
142813	CITIZENS INSURANCE AGENCY INC	1,531.00	07/06/2023
142814	FARDEN CONSTRUCTION INC	1,470.00	07/06/2023
142815	FARMERS UNION LUMBER	388.28	07/06/2023
142816	GATES, BETHANY	857.55	07/06/2023
142817	GLENBURN, CITY OF	55.60	07/06/2023
142818	JASON'S SUPER FOODS	38.15	07/06/2023
142819	JESSEN ROOFING, INC	650.00	07/06/2023
142820	JOHN DEERE FINANCIAL	520.70	07/06/2023
142821	JORDAN LAW OFFICE, PLLC	9,207.00	07/06/2023
142822	LEET, CHUCK	750.00	07/06/2023
142823	LISLE, JACK	525.00	07/06/2023
142824	MATT JOHNSON PLUMBING	131.79	07/06/2023
142825	MINOT DAILY NEWS	273.00	07/06/2023
142826	ND ASSOC OF ASSESSING OFFICERS	260.00	07/06/2023
142827	ND ASSOCIATION OF COUNTIES	259.18	07/06/2023

142828	ND State Radio Communications	120.00	07/06/2023
142829	O'KEEFFE OIL COMPANY	8,792.51	07/06/2023
142830	OFFICE OF STATE AUDITOR	430.00	07/06/2023
142831	OTTER TAIL POWER COMPANY	65.72	07/06/2023
142832	PETERSEN, DANIELLE	435.80	07/06/2023
142833	POWERPLAN	270.47	07/06/2023
142834	THE SIDWELL COMPANY	12,975.76	07/06/2023
142835	Souris River Telephone	1,218.98	07/06/2023
142837	SPRINKLERS PLUS	500.00	07/06/2023
142838	TRUE NORTH STEEL	23,884.70	07/06/2023
142839	TUFF TRUCKS	1,504.47	07/06/2023
142840	VANGUARD APPRAISALS, INC	5,050.00	07/06/2023
142841	WILLIAMS COUNTY	321.33	07/06/2023
142842	WOLD ENGINEERING	77,831.74	07/06/2023
142843	MAYO CONSTRUCTION	1,425,062.16	07/06/2023
142845	VERIZON WIRELESS	602.07	07/14/2023
142847	B & D DONOR RECOGNITION	11.45	07/18/2023
142848	BUTLER MACHINERY	7.04	07/18/2023
142849	ENVISION COOPERATIVE	2,055.07	07/18/2023
142850	ENVISION COOPERATIVE	940.16	07/18/2023
142851	Farmers Union Oil-Kenmare	36.93	07/18/2023
142852	GLASS DOCTOR	413.65	07/18/2023
142853	HEISLER AUTO	74.87	07/18/2023
142854	HUTCHINSON, ROGER	637.40	07/18/2023
142855	INFORMATION TECHNOLOGY DEPT	991.85	07/18/2023
142856	MAYO CONSTRUCTION	944.30	07/18/2023
142857	Mohall, City of	322.56	07/18/2023
142858	ND APCO	250.00	07/18/2023
142859	ND ASSOCIATION OF COUNTIES	60.00	07/18/2023
142861	NORTH COUNTRY MERCANTILE	292.15	07/18/2023
142862	PRINGLE AND HERIGSTAD	386.57	07/18/2023
142863	Renville County Farmer	156.31	07/18/2023
142864	Renville County Treasurer	265.75	07/18/2023
142865	Reservation Telephone	120.00	07/18/2023
142866	Souris River Telephone	112.50	07/18/2023
142867	TRI-TECH SOFTWARE SYSTEMS	3,555.34	07/18/2023
142868	US POSTAL SERVICE	98.00	07/18/2023
142869	UPPER SOURIS WATER DISTRICT	72.00	07/18/2023
142871	VERIZON CONNECT NWF, INC	32.38	07/18/2023
142872	WASTE MANAGEMENT OF ND	855.32	07/18/2023

Payroll \$ 136,740.84
Weed Department \$ 8,372.00

Expenditures, by fund, approved by the Board for the month of July, 2023: General, \$169,915.62; Road & Bridge, \$119,723.93; County Infrastructure Fund, \$1,425,062.16; Highway Tax, \$40,769.74; ARPA, \$11,027.21; 9-1-1, \$1,784.05; Veteran Service, \$1,015.84; County Agent, \$1,691.72; Weed Control, \$19,062.16; Sheriff Reserve, \$10,251.08.

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