

RENVILLE COUNTY COMMISSIONERS' PROCEEDINGS
FOR THE MONTH OF AUGUST 2023

AUGUST 1, 2023

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

Ryan Ackerman and Sabrina Herrmann, Ackerman-Estvold Engineering, presented an update on the Souris River Joint Board activities over the last three months. They are re-bidding the bridge replacement project at Mouse River Park. The project has been redesigned and the bid opening will be in November 2023. SRJB is requesting \$40,000.00 from the County for the 2024 calendar year to help with board expenses.

Sean Mattern, Road Supervisor, met with the Board. The crew has been replacing and repairing signs along County roads. The top cut mowing is done. They also placed recycled material on Cole's Road at the Park.

The Board discussed the request for proposals for the bridge replacement in White Ash Township. A three person committee consisting of Comm. Hansen, Sean Mattern and Dan Steinberger will handle the interviews. Proposals were received from Wold Engineering and Apex Engineering. The interviews will be conducted August 10, 2023.

Moved by Comm. Hansen, second by Comm. Gates to remove Diana Krause from all County bank accounts held at Citizens State Bank, First Western Bank and Gate City Bank. Motion carried by unanimous vote of aye.

Moved by Comm. Marmon, second by Comm. Gates to remove cell phone #2183 from inventory. The phone was used by Diana Krause. Motion carried by unanimous vote of aye.

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

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

Auditor Pollman was informed by Jayson Rath of Rath & Mahrer that the County will receive a \$7,000.00 refund. When the 2022 audit was done by Rath & Mehrer, it was thought that a federal audit was needed and Jayson later learned from the State Auditor's office that the funds in question were considered State funds.

Moved by Comm. Hansen, second by Comm. Gates to approve the General Purpose Financial Statements for 2022. Motion carried by unanimous vote of aye.

Auditor LeAnn Pollman presented information concerning pledge of securities from Citizen's State Bank and First Western Bank. Moved by Comm. Gates, second by Comm. Hansen that the pledge of securities report be accepted as presented. Motion carried by unanimous vote of aye.

At 10:00 a.m. the meeting was opened for the public to be heard for or against the First District Health Unit's 2024 budget. The total dollars requested by the FDHU from Renville County increased by \$4,035.00 for the 2023 budget year. The total dollars requested for 2023 Tax Year are \$63,450.00. Moved by Comm. Hansen and second by Comm. Gates to accept the FDHU budget request for 2023. Motion carried by unanimous vote of aye.

The Board discussed the preliminary 2024 budget. Moved by Comm. Gates, second by Comm. Hansen to approve the 2024 preliminary budget as presented. Motion carried by unanimous vote of aye. The Preliminary Hearing for the County budget will be September 19, 2023 at 10:00 a.m.

Moved by Comm. Hansen, second by Comm. Gates to approve \$10,000.00 for the Souris River Joint Board for the 2024 budget year. Motion carried by unanimous vote of aye.

Bethany Gates, County Agent, met with the Board. She has received three applications and will interview next week.

County Sheriff Roger Hutchinson met with the Board. He has hired Adam Siegrist. He will start on August 7, 2023. Adam will attend the law enforcement academy this fall. The Sheriff's department will be participating in Vision Zero campaigns in August.

RESOLUTION-2023-17

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.

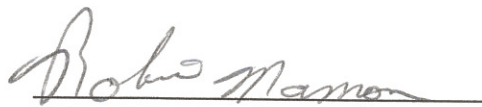
<u>Payee</u>	<u>For</u>	<u>Amount</u>
AAA Heating & Sheet Metal	Repair Coolers/MRP	1,068.00
Aramark	Rugs/Shop Towels/R&B	317.50
AT& T Mobility	Monthly Charges	62.28
Batteries Plus Bulbs	Batteries/SHE	132.95
Carter Septic Services	Sanitation/MRP	1,400.00
Circle Sanitation	Sanitation/Cthse/R&B	111.25
Farmers Union Lumber	Replacement Handle/MRP	69.15
Fireside Office Solutions	File Folders	283.63
Bethany Gates	Mileage/Fair Pass/Co Agt	347.26
Glenburn City	Water/Sanitation/R&B	55.60
Justine Hanson	CPR Class/SHE	270.00
John Deere Financial	Battery/Oil/Hydraulic Oil/R&B	1,670.56
Lexipol LLC	Annual Police Manual/Training Bulletins	4,096.61
Mayo Construction	CP-3823(023) & CP-3836(023)Est #2	13,505.81
Midstates Wireless	ESN Repeater/Antenna Check/SHE	605.00
NACCTFO	Dues/AUD	100.00

NDACo	Jul/9-1-1	261.68
ND POST	Psych Eval/SHE	150.00
NDACTVSO	Fall Conference Registration/VSO	120.00
Northern Diesel & Tire	Tires/SHE	503.76
O'Keeffe Oil	Diesel/R&B	7,847.08
Otter Tail Power	Electricity/R&B	59.73
Pomp's Tire Service	Tractor Tire/R&B	1,592.74
Radisson Hotel Bismarck	Lodging/Pollman/AUD	176.40
Sherwood City	Water/Sanitation/R&B	86.41
Souris River Telephone	Monthly Charges	1,223.16
Stein's	Towels/Tissue/Ctse	379.33
Turtle Mountain Communications	Jul Dispatch Line/SHE	54.76
Uniform Center	Tie Pin/Shirts/SHE	75.49
United Laboratories	Liquid Soap/Dispensers/MRP	332.29
Visa	Fence/Gas/Office Supplies	5,311.26
Ward County	Prisoner Board/Jail	80.00
Western Dakota Energy	Membership/Trip Permit Dues	4,447.75

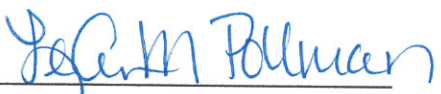
Be it further resolved, that the County Auditor be, and she hereby is authorized and directed to draw warrants for the above claims from the respective funds, and that the County Auditor be, and she hereby is, authorized to execute and deliver such warrants.

The above and foregoing resolution was offered at a regular meeting of the County Commissioners held on August 1, 2023 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 11:30 a.m.

AUGUST 22, 2023

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

Sheriff Roger Hutchinson met with the Board. The Mohall Fire Department is interested in purchasing the Dodge pickup patrol vehicle from the County. Roger will gather information on the value of the vehicle and get back to the Board.

Dan Steinberger asked the Board about paving CR #26 and part of CR #7. New pavement is estimated at \$500,000.00 to \$600,000.00 per mile. The County does not have funds

for that scope of a project. The Board recommended that Dan to talk to his legislators about funding.

Moved by Comm. Hansen, second by Comm. Gates to accept the recommendation from the Request for Proposal committee to hire Wold Engineering for the bridge replacement project in White Ash Township. The committee interviewed Wold Engineering and Apex Engineering. Motion carried by unanimous vote of aye. The project is: BRJ-0038 and is scheduled for bid letting in 2024 and construction in 2025.

Correspondence addressed to the Board's attention was reviewed and discussed. Travel requests and officers reports were approved as presented. Township mowing deadline will be October 15, 2023.

RESOLUTION-2023-18

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/Shop Towels/R&B	131.92
Butler Machinery	Filters/Transmission Fluid/R&B	630.03
Cenex Fleetcard	Gas/SHE	194.17
Citizens Insurance Agency	2023 Fire & Tornado Insurance	6,922.00
Enerbase	Service/SHE	93.94
Envision	Gas/Hose/Refrigerant/Service	1,550.04
First District Health Unit	3 rd Qtr/Mill Levy	14,853.75
Heisler Auto	Alternator/MRP	105.98
Roger Hutchinson	Reimbursement/Gun	1,000.00
Information Technology Dept	T-1 Access/Wireless/Office 360	1,023.80
Jason's Super Foods	Soap/Trash Bags/Cthse	37.46
John Deere Financial	Hydraulic fittings/Adapter/R&B	119.81
Marmon LLC	Rugs/Cthse	94.60
Matt Johnson Plumbing	Repair Water Line/Valves/MRP/Cthse	606.04
Mohall City	Water/Sanitation/R&B/Cthse	391.48
NDSU	Co Agt Salary/Mar-Jun	6,737.63
Normont	Bagged Asphalt/R&B	1,286.00
North Country Mercantile	Mower Blades/MRP	150.96
Northern Firearms	Service Weapon/Optics	950.00
Power Plan	DEF/R&B	1,451.52
Prairie Bistro	Plants/MRP	23.97
Propane Services	Propane/Cthse	952.66
Quadient Financial	Postage	6,500.00
Renville County Farmer	Comm/Tax Lien/Request for Proposals	752.87

Renville County Treasurer	Supplies/Gas/Chair/License	1,141.58
Reservation Telephone	Aug/9-1-1	120.00
Richardson Ag	Gas/MRP	171.57
Sherwood City	Water/Sanitation/R&B	85.13
Sidwell Company	GIS Maintenance Services	6,210.00
Souris River Telephone	Aug/9-1-1	112.50
The Ground Up	Tree/Stump Removal	10,874.00
Gabriel Titus	Mileage/Meals/AUD	223.60
Turtle Mountain Communications	Aug/Dispatch Line	54.79
United Laboratories	Cleaning Supplies/MRP	552.84
Upper Souris Water Users	Water/MRP/R&B	747.00
Verizon Connect	Monthly Service	32.38
Verizon Wireless	Monthly Charges	511.26
Waste Management	Sanitation/MRP	1,733.82
Williams County	Maintenance/Car Wash/Soc Serv	98.21

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 August 22, 2023 by Commissioner Marmon 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 Board discussed a proposal from ArcaSearch. They are a digital archiving service. Auditor Pollman would like to see all the commission board minutes scanned and preserved. If the minutes were archived, they could be searchable. The estimated cost is \$14, 995.00 for the initial scanning and \$1,299.00 yearly maintenance fee. The Board will review the proposal and discuss it further at a later date.

Tanner Hellenbrand, Bottineau County 9-1-1 coordinator, Nate Buynak, Bottineau County Commissioner, Renae Johnson, Renville County 9-1-1 coordinator, Michele Helming, Renville County Rural Ambulance board and Kristy Titus, Renville & Bottineau County DES coordinator met with the Board. Tanner presented a quote for new software for the dispatch center. Bottineau County and Renville County share costs for updates to the dispatch center on a 75% share to Bottineau County and 25% share to Renville County. The estimated cost is \$98,000.00. Comm. Buynak stated that many of the local fire departments have indicated they would be willing to help with the initial cost of the software. The Board heard testimony on how the new software would benefit the dispatchers and the first responders. A suggestion was made

to have Tanner update the proposal with current costs and have the joint county 9-1-1 boards meet to decide on a course of action.

Jason Mayfield, Wold Engineering, discussed a new grant option with the Board. It is an Ag Grant through the ND Department of Agriculture. The purpose of the grant is to add value to an agriculture based business. Corridor improvements on County and township roads would be allowed as long as it provides access to value-added agricultural businesses like an elevator. The Board discussed possibly looking at adding gravel and clay to CR#7. Jason will work with the County on the grant application. Jason also discussed the White Ash bridge replacement project. He asked the Board if they want a bridge or large culverts place at the site. A bridge is estimated at \$1.5 million and culverts are estimated at \$800,000.00 to \$1 million.

State's Attorney Seymour Jordan met with the Board. He discussed the courthouse front step repair invoice. The scope of the work done has not met the Board's expectations. Seymour will contact NDIRF concerning the invoice dispute.

Moved by Comm. Hansen, second by Comm. Gates to move forward with Tyler Tech software. Seymour will forward his contract recommendations to Tyler Tech. Motion carried by unanimous vote of aye.

Sean Mattern, Road Supervisor, gave the Board an update for the road department. They are continuing replacing signs, they have put recycled material on approach aprons and are hauling gravel to CR#7. The bid for a new motorgrader will be October 3, 2023. They will be cleaning out the box culverts at the Mouse River Park bridge next week.

Kristy Titus, DES Coordinator, asked the Board if they would consider making the DES position a full time position. She feels there is more she could be doing for the County if she had the time. The Board asked her for a list of duties for the DES position and the JDA position and to meet with them again on September 5th for further discussion.

Deputy Auditor Robin Stark presented the Board with information on NDPHIT. This is a health, dental and vision insurance program through the ND Insurance Reserve Fund. The Board would like a representative from NDPHIT to meet with County employees and see how the employees feel about a change in insurance carriers.

The meeting adjourned at 12:00 p.m.

AUGUST 29, 2023

Comm. Marmon and Auditor Pollman attended the Elmer Jesme Conference of Counties meeting at the Ward County Administration building in Minot.

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

Check History

CHECK#	NAME	AMOUNT	DATE
142882	AAA HEATING AND SHEET METAL	1,068.00	08/01/2023
142883	ARAMARK	317.50	08/01/2023
142884	AT T MOBILITY	62.28	08/01/2023
142885	BATTERIES PLUS BULBS	132.95	08/01/2023
142886	ROSS CARTER	1,400.00	08/01/2023

142887	CIRCLE SANITATION INC	111.25	08/01/2023
142888	FARMERS UNION LUMBER	69.15	08/01/2023
142889	FIRESIDE OFFICE SOLUTIONS	283.63	08/01/2023
142890	GATES, BETHANY	347.26	08/01/2023
142891	GLENBURN, CITY OF	55.60	08/01/2023
142892	HANSON, JUSTINE	270.00	08/01/2023
142893	JOHN DEERE FINANCIAL	1,670.56	08/01/2023
142894	LEXIPOL LLC	4,096.61	08/01/2023
142895	MAYO CONSTRUCTION	13,505.81	08/01/2023
142896	MIDSTATES WIRELESS	605.00	08/01/2023
142897	Montana-Dakota Utilities Co.	5,955.75	08/01/2023
142898	NACCTFO	100.00	08/01/2023
142899	ND ASSOCIATION OF COUNTIES	261.68	08/01/2023
142900	NORTH DAKOTA POST BOARD	150.00	08/01/2023
142901	NDCVSO ASSN	120.00	08/01/2023
142902	NORTHERN DIESEL AND TIRE	503.76	08/01/2023
142903	O'KEEFE OIL COMPANY	7,847.08	08/01/2023
142904	OTTER TAIL POWER COMPANY	59.73	08/01/2023
142905	POMPS TIRE MINOT	1,592.74	08/01/2023
142906	Radisson Hotel	176.40	08/01/2023
142907	SHERWOOD CITY	86.41	08/01/2023
142908	Souris River Telephone	1,223.16	08/01/2023
142909	STEINS INC	379.33	08/01/2023
142910	Turtle Mountain Communication	54.79	08/01/2023
142911	UNIFORM CENTER	75.49	08/01/2023
142912	UNITED LABORATORIES	332.29	08/01/2023
142913	VISA	5,311.26	08/01/2023
142914	WARD COUNTY AUDITOR	80.00	08/01/2023
142915	WESTERN DAKOTA ENERGY ASSOC	4,447.75	08/01/2023
142964	Reservation Telephone	120.00	08/14/2023
142965	VERIZON WIRELESS	511.26	08/14/2023
142966	ARAMARK	131.92	08/22/2023
142967	BUTLER MACHINERY	630.03	08/22/2023
142968	Cenex Fleetcard	194.17	08/22/2023
142969	CITIZENS INSURANCE AGENCY INC	6,922.00	08/22/2023
142970	ENERBASE COOP	93.94	08/22/2023
142971	ENVISION COOPERATIVE	1,550.04	08/22/2023
142974	HEISLER AUTO	105.98	08/22/2023
142975	HUTCHINSON, ROGER	1,000.00	08/22/2023
142976	INFORMATION TECHNOLOGY DEPT	1,023.80	08/22/2023
142977	JASON'S SUPER FOODS	37.46	08/22/2023
142978	JERGYBOY'S POWERSPORTS	326.58	08/22/2023
142979	JOHN DEERE FINANCIAL	119.81	08/22/2023
142980	MARMON LLC	94.60	08/22/2023
142981	MATT JOHNSON PLUMBING	606.04	08/22/2023
142982	Mohall, City of	391.48	08/22/2023
142983	NDSU EXTENSION SERVICE	6,737.63	08/22/2023
142984	NORMONT EQUIPMENT	1,286.00	08/22/2023
142985	NORTH COUNTRY MERCANTILE	150.96	08/22/2023
142986	NORTHERN FIREARMS	950.00	08/22/2023
142987	POWERPLAN	1,451.52	08/22/2023
142988	PRAIRIE BISTRO AND GARDENS	23.97	08/22/2023
142989	Propane Service Inc	952.66	08/22/2023
142990	QUADIENT FINANCE USA	6,500.00	08/22/2023
142991	Renville County Farmer	818.87	08/22/2023
142992	Renville County Treasurer	1,141.58	08/22/2023
142993	RICHARDSON AG INC	171.57	08/22/2023
142994	SHERWOOD CITY	85.13	08/22/2023
142995	THE SIDWELL COMPANY	6,210.00	08/22/2023
142996	Souris River Telephone	112.50	08/22/2023
142997	THE GROUND UP	10,874.00	08/22/2023
142998	TITUS, GABRIEL	223.60	08/22/2023
142999	Turtle Mountain Communication	54.79	08/22/2023
143000	UNITED LABORATORIES	552.84	08/22/2023
143001	UPPER SOURIS WATER DISTRICT	747.00	08/22/2023
143002	VERIZON CONNECT NWF, INC	32.38	08/22/2023
143003	WASTE MANAGEMENT OF ND	1,733.82	08/22/2023
143004	WILLIAMS COUNTY	98.21	08/22/2023
143014	AT T MOBILITY	62.28	08/30/2023
143015	Montana-Dakota Utilities Co.	6,133.45	08/30/2023

Payroll
Weed Department

\$ 137,656.53
\$ 8,657.50

Expenditures, by fund, approved by the Board for the month of August, 2023: General, \$173,113.27; Road & Bridge, \$48,681.94; Highway Tax, \$40,854.94; Capital Improvements, \$10,874.00; 9-1-1, \$2,151.55; Veteran Service, \$1,135.86; County Agent, \$7,550.37; Weed Control, \$9,781.26; Sheriff Reserve, \$14,151.38.

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