

RENVILLE COUNTY COMMISSIONERS' PROCEEDINGS
FOR THE MONTH OF OCTOBER 2023

OCTOBER 3, 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. Gravel has been placed on County Roads #2 & 3. County Road #7 has 4 miles that need gravel.

Moved by Comm. Hansen, second by Comm. Gates to approve November 1 as the bale removal notice date for road right of ways. Motion carried by unanimous vote of aye.

The Board discussed the coal boiler located in the Courthouse. Funding is needed to update the heating system. The Board will look into available grants.

Jill McDonald and Aaron Moss, Domestic Violence Crisis Center representatives, met with the Board to discuss their 2024 budget request. Jill gave the Board an update of services provided to County residents in 2022. Moved by Comm. Gates, second by Comm. Hansen to approve the \$20,000.00 request from DVCC for 2024. Motion carried by unanimous vote of aye.

Correspondence addressed to the Board's attention was reviewed and discussed. September payroll and a travel request were approved as presented.

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

Moved by Comm. Gates, second by Comm. Hansen to open the coal bid. A bid was received from Minot Coal in the amount of \$170.00 per ton for the 2023-2024 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 \$11.00 per ton increase from last season.

Moved by Comm. Hansen, second by Comm. Gates to appoint Danielle Petersen as the County Commissioners delegate to the ND State Fair annual meeting. Motion carried by unanimous vote of aye.

Comm. Gates introduced the following resolution and moved for its adoption, second by Comm. Hansen. Motion carried by unanimous vote of aye.

RESOLUTION-2023-22

BE IT RESOLVED that the following salaries be paid for the calendar year 2024:

County Commissioner (each)	20,400.00
Auditor	81,054.00
Deputy Auditor/Tax Director	69,000.00
Deputy Auditor/Assist Tax Director	55,404.00
County Recorder/Clerk of Court	72,774.00

Deputy County Recorder	57,258.00
State's Attorney	45,000.00
Custodian	60,034.00
Sheriff	85,002.00
Deputy Sheriff/Sgt	70,002.00
Deputy Sheriffs (each)	68,094.00
Road Supervisor	73,188.00
Road Personnel (each)	65,010.00
DES Coordinator	62,418.00
County Agent- County Share	25,000.00
Clerk-County Agent	42,402.00

Single health insurance policy for full-time employees. County will pay employee's share of state retirement for eligible employees.

Dated this 3rd day of October, 2023




 Robert Marmon, Board Chairman

Attest:


 LeAnn M. Pollman, County Auditor

Comm. Hansen introduced the following resolution and moved for its adoption, second by Comm. Gates and duly adopted by unanimous vote of aye:

BE IT RESOLVED, That the following levies be approved for the 2023 tax year levy:

RESOLUTION 2023-23

Fund	Estimated CY	2023 Tax
	2024	Year Levy
	Expenditures	
General	2,695,454	1,000,000
Road and Bridge	1,932,500	400,000
Highway Tax	571,500	0
Emergency	100,000	15,000
E 9-1-1	63,665	0
Veteran Service	14,282	12,000
County Agent	97,152	75,000
Pesticide Fund	750	0
Weed/Spurge Control	82,427	40,000
Council On Aging	53,140	30,000
Historical Society	29,350	7,500
Water Resource Board	58,400	36,900

Hazardous Chemical	10,000	0
State Medical Center		1 Mill
1st District Health	63,450	50,000
Garrison Diversion		1 Mill
Soil Conservation	230,032	34,000
Sheriff Reserve Fund	96,300	0
Document Preservation	20,000	0
Job Development Authority	112,847	42,847
Public Airport	161,300	98,000
Capital Improvement	50,000	0



Attest:


 Robert Marmon, Board Chairman


 LeAnn M. Pollman, County Auditor

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

The Board discussed several areas of concern in the County regarding railway crossing safety. These concerns will be forwarded to the NDDOT.

Moved by Comm. Gates, second by Comm. Hansen to approve a joint powers agreement for housing juveniles with Ward County. The effective rate is \$258.50 per day. The agreement expires December 31, 2024. Motion carried by unanimous vote of aye.

Comm. Gates introduced the following policy and moved for its adoption, second by Comm. Hansen and duly adopted by unanimous vote of aye:

RENVILLE COUNTY PURCHASING POLICY

GENERAL

- A. It shall be the policy of the Renville County Commissioners to:
 - a. Require departments of Renville County to comply with all statutes regarding purchase or dispositions of equipment and hiring of services
- B. Inventory items are defined as any item with the value of \$1000 or more.
- C. For GASB purposes, any item over \$5000 value will be appreciated or depreciated over the life of the item.
- D. This policy shall be in effect for all departments receiving an annual appropriation from the county commission.

NEW EQUIPMENT, SUPPLIES, CONTRACTS

- A. Unless purchasing equipment, supplies or contracts through a State bid, competitive bids, proposals, or price quotes shall be obtained for any single item over \$10000.
- B. The cost of the new equipment shall be appropriated in the commissioner approved budget of the department for the year in which the acquisition is to occur.
- C. Any deviations from the approved budget shall be presented to the commissioners for approval prior to purchasing new equipment, supplies or contracts.

MAINTENANCE

- A. Maintenance of equipment, computer software, software upgrades and licenses shall be the responsibility of each department.
- B. The cost of maintenance shall be appropriated in the commissioner approved budget of the department.
- C. Any unforeseen maintenance costs, not in the department's budget, shall be presented to the commissioners for approval.

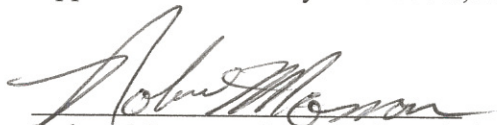
REPLACEMENT

- A. Replacement of equipment shall be appropriated in the commission approved budget of the department.
- B. Unless the replacement is through State bid, competitive bids, proposals, or price quotes shall be obtained for any single item over \$10000.
- C. Unexpected replacement costs, not in the current budget, shall be presented to the commissioners for approval.
- D. Replacement of large items such as elevators, boilers, software upgrades, etc. may be budgeted over multiple years in order to avoid a major increase in one year budget cycle with the approval of the commissioners.

DISPOSITION OF EQUIPMENT

- A. Notice of all inventory items with a county item number that is disposed of or replaced shall be made to the county auditor's office.
- B. Computer equipment and copiers shall be cleared of all data by IT prior to disposal.
- C. Vehicles shall be traded in, auctioned or sold on bids at the discretion of the department head with approval of the commissioners.
- D. Transfer of property from one office to another shall be noticed to the auditor's office for inventory purposes.
- E. Availability of property offered for purchase must be noticed to all employees.

Approved this 3rd day of October, 2023.


Robert Marmon, Commission Chairman

Renae Johnson, 9-1-1 Coordinator, met with the Board. She discussed the proposed dispatch equipment update from Bottineau County. The joint 9-1-1 board will meet tomorrow in Bottineau to discuss the proposed change.

Moved by Comm. Hansen, second by Comm. Gates to open the bids for a new motorgrader. Motion carried by unanimous vote of aye. The bid from Butler Machinery was \$239,700.00 and the bid from RDO Equipment was \$260,000.00. The amounts reflect a trade allowance of \$130,300.00. Moved by Comm. Hansen, second by Comm. Gates to accept the bid from Butler Machinery. Motion carried by unanimous vote of aye.

RESOLUTION-2023-24

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;

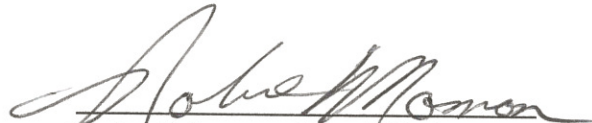
Now therefore, be it resolved by the County Commissioners of the County of Renville, North Dakota, that the following bills and claims be and thereby are, ordered paid.

<u>Payee</u>	<u>For</u>	<u>Amount</u>
Aramark	Rugs/Shop Towels/R&B	320.00
AT&T Mobility	Monthly Charges	62.28
Cenex Fleetcard	Gas/SHE	3,095.44
Circle Sanitation	Sanitation/Cthse/R&B	111.25
Citizens Agency	Notary Bond/Titus/AUD	50.00
Dakota Fire Extinguisher	Vehicle Fire Extinguisher/R&B	77.80
Farden Construction	Crushed Gravel/MRP	1,104.00
Glenburn City	Water/Sanitation/R&B	55.60
Jason's Super Foods	Trash Bags/Bleach/Cleaner/Cthse	46.74
John Deere Financial	Door Repair/Filter/R&B	412.18
Renae Johnson	Mileage/Meals/9-1-1	391.57
Montana Dakota Utilities	Electricity	5,762.40
Mayo Construction	CP-3823(023)/CP-3823(023) Final Pmt	31,902.41
McLain Enterprises	Remove Log Jam/R&B	1,000.00
Miller Electric	Shop Doors Electrical/R&B	1,498.91
Mitch's Window Cleaning	Cleaned Windows/Cthse	350.00
NDACo	Aug/9-1-1	261.29
Northern Safety Company	First Aid Supplies	113.14
O'Keeffe Oil	Diesel/R&B	11,465.03
Otter Tail Power	Electricity/R&B	64.17
Powerplan	Window Pane/R&B	359.36
Renville County Treasurer	Car Wash/Dog Waste Bags/ACH Fee	133.20
Bruce Sanderson	Delivery Fee/MRP	80.00
Secretary of State	Notary Fee/Titus/AUD	36.00
Souris River Telephone	Monthly Charges	1,098.57
Turtle Mountain Communications	Oct/Dispatch Line	54.79
Tyler Technologies	Annual System Mgmt Services	2,500.00
Tyler Technologies	License Fees-Software Conversion	16,934.50
Visa	Fence/Lumber/Equipment/MRP/SHE	6,219.15
Wold Engineering	CP-3823(023)/CP-3823(023) Final Pmt	4,649.35

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 October 3, 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

Moved by Comm. Hansen, second by Comm. Gates to consent to Eagle Exploration Services to conduct seismic exploration in the right of way along County Road #26 from 36th Ave NW to 39th Ave NW. Motion carried by unanimous vote of aye.

The meeting adjourned at 11:40 a.m.

OCTOBER 8, 9 & 10, 2023

Commissioners Marmon and Hansen attended the ND Association of Counties convention in Bismarck.

OCTOBER 24, 2023

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

Road Supervisor, Sean Mattern, met with the Board. Farden Construction is crushing gravel for County use on CR #1, CR #2 and CR #3 and CR #7. Roads will be graveled as the weather permits. The Sheriff's office will be donating their Dodge pickup to the Road Department. Sean discussed having a larger fuel tank installed at the Mohall Shop location. Comm. Gates asked Sean to get two quotes for the fuel tank.

Auditor Pollman received correspondence from an attorney informing the County that the Mouse River Park has been named a beneficiary in the Davidson Living Trust. More information will be coming in the next few months.

Kristy Titus, DES Coordinator, discussed the Pro EQ program proposed by the Bottineau County Sheriff's/Dispatch office. Renville County would be responsible for 25% of the total cost to update the dispatch response system. The estimated cost is \$19,582.00. The local fire and ambulance departments in both counties would also help pay for the system. Moved by Comm. Hansen, second by Comm. Gates to have the County pay \$25,551.00 for the first

payment which would include the portion that would have been paid by the fire and ambulance districts in Renville County. Motion carried by unanimous vote of aye.

Kristy has ordered the “safety bars” for each office. She received a grant to pay for the devices. The device will be used to bar the door from unwanted persons. She also asked the Board about office space for the JDA coordinator. The position will be part time. The Board toured the Judges office and the court reporter office. There may be room in the Veteran Service office also. The Board will look at their options.

Chairman Marmon talked to the Board about the Mohall Airport. They would like a yearly update on activities at the airport.

Moved by Comm. Hansen, second by Comm. Gates to accept the inmate board contract from Ward County. The charge will be \$90.00 per day. Motion carried by unanimous vote of aye.

Comm. Gates introduced the following resolution and moved for its adoption, second by Comm. Hansen and duly adopted by unanimous vote of aye:

JOINT POWERS AGREEMENT FOR PURCHASING
RESOLUTION OF ACKNOWLEDGMENT

RESOLUTION 2023-25

WHEREAS various counties of North Dakota have entered into a Joint Powers Agreement for the centralized and coordinated acquisition and delivery of essential and optional services by participating member counties (hereafter referred to as the “Master JPA”);

AND WHEREAS, the undersigned county (“County”) is a participating member of such Master JPA;

AND WHEREAS, the North Dakota Association of Counties (NDACo) has previously secured a joint powers agreement with the counties for the purpose of statewide coordination and contracting to implement the networking, equipment, testing, and ongoing services necessary for Emergency Services Communications (9-1-1) in the Next Generation (IP) environment;

AND WHEREAS, the County has determined efficiencies exist in the collection and distribution of 9-1-1 fees;

SERVICE: COLLECTION AND DISTRIBUTION OF 9-1-1 FEES

NOW THEREFORE, it is hereby RESOLVED:

1. The various Counties throughout the State have imposed differing fees pursuant to NDCC 57-40.6-02.
2. The Counties previously collected their individual fees and monthly remitted a portion of the fees to NDACo to secure statewide contracts to implement Next Generation 9-1-1.
3. The County acknowledges and approves the most efficient use of county resources is for allowing the central collection of such fees by NDACo to be distributed back to the counties pursuant to their individual fee rate minus the previously agreed amount to support the

implementation of Next Generation 9-1-1 and state imposed fees associated with the statewide interoperable radio network (SIRN).

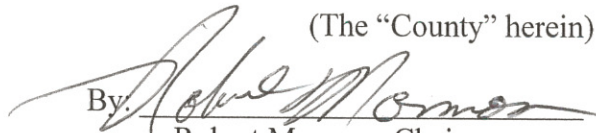
4. The County agrees to provide NDACo the authority to collaborate with all the State's telecommunications providers to implement this agreement.
5. The North Dakota 911 Association governance board shall continue to monitor and advise NDACo on the appropriateness of the various statewide contracts in addition to reviewing the collection and distribution of fees by NDACo.
6. This acknowledgment supplements and enhances the previously signed agreement.

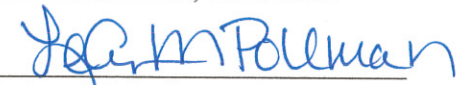
Dated this 24th day of October, 2023.



RENVILLE COUNTY

(The "County" herein)

By: 
Robert Marmon, Chairman

Attest: 
LeAnn M. Pollman, County Auditor

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

Moved by Comm. Gates, second by Comm. Hansen to remove microwave #360 from inventory and discard. The item no longer works. Motion carried by unanimous vote of aye.

RESOLUTION-2023-26

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 Sobriety Program	300.00
Carter Septic Service	Sanitation/MRP	700.00
Circle Sanitation	Sanitation/Cthse/R&B	111.25
Alex Cook	Mileage/SHE	209.60
Dakota Fluid Power	Rebuild Mulcher Head/R&B	4,177.75
Envision	Gas/Oil Change/Trash Bags/Towels	1,398.23
Farmers Union Lumber	Flooring/Paint/Screws/MRP	14,389.02
Bethany Gates	Registration/Mileage/Co Agt	516.26
Heisler Auto	Batteries/Parts Cleaner/R&B	703.95
Information Tech Dept	T-1 Access/Office 365/Netmotion	1,013.65
Pierre Krause	Mowing Co Shop Lot/R&B	210.00

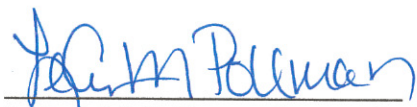
Mohall City	Water/Cthse/R&B	174.56
NDAAO	Assessing Course 101/AUD	600.00
NDDOT	Bridge Inspection Program	2,282.02
ND Envelope	Envelopes/AUD	677.80
ND State Radio	LETS/SHE	120.00
NDSU Extension	Jul-Sep Salary/Co Agt	5,077.28
North Country Mercantile	Idler Pulley/MRP	51.02
Northern Diesel & Tire	Tires/Oil Change/SHE/MRP	691.04
Northland Electric	Install New Ballast/MRP	195.53
Danielle Petersen	Mileage/Meal/REC	218.60
LeAnn Pollman	Mileage/Meals/AUD	373.37
Lynn Price	Mileage/Meals/VSO	346.47
Renville County Farmer	Comm/Notices	418.70
Reservation Telephone	Oct/9-1-1	120.00
Sherwood City	Water/Sanitation/R&B	85.24
Sprinklers Plus	Winterization/Cthse	300.00
David Stark	Mileage/Postage/Coroner	142.24
Gabriel Titus	Mileage/Meals/AUD	253.60
Kristy Titus	Mileage/DES/JDA	161.13
Turtle Mountain Communications	Oct Dispatch Line/SHE	54.79
Tyler Technologies	DocuPro Support/REC	80.41
Uniform Center	Shipping/SHE	9.00
Upper Souris Water Dist	Water/MRP/R&B	562.00
Verizon Connect	Monthly Service	32.38
Verizon Wireless	Monthly Charges	589.89
Visa	Gas/Lodging/Registration/Dues	1,650.85
Ward County	Prisoner Board/SHE	480.00
Waste Management	Sanitation/MRP	463.68

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 October 24, 2023 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

Moved by Comm. Gates, second by Comm. Hansen to approve the minimum sale prices for the properties received by the County through three year tax action. Motion carried by

unanimous vote of aye.

The meeting adjourned at 11:00 a.m.

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

Check History

CHECK#	NAME	AMOUNT	DATE
143134	AT T MOBILITY	62.28	10/02/2023
143135	Montana-Dakota Utilities Co.	5,762.40	10/02/2023
143136	Turtle Mountain Communication	54.79	10/02/2023
143180	ARAMARK	320.00	10/03/2023
143181	Cenex Fleetcard	3,095.44	10/03/2023
143182	CIRCLE SANITATION INC	111.25	10/03/2023
143183	CITIZENS INSURANCE AGENCY INC	50.00	10/03/2023
143184	Dakota Fire Extinguisher	77.80	10/03/2023
143185	FARDEN CONSTRUCTION INC	1,104.00	10/03/2023
143186	GLENBURN, CITY OF	55.60	10/03/2023
143187	JASON'S SUPER FOODS	46.74	10/03/2023
143188	JOHN DEERE FINANCIAL	412.18	10/03/2023
143189	Johnson, Renae	391.57	10/03/2023
143190	MAYO CONSTRUCTION	31,902.41	10/03/2023
143191	MCLAIN ENTERPRISES INC	1,000.00	10/03/2023
143192	MILLER ELECTRIC, INC.	1,498.91	10/03/2023
143193	MITCH'S WINDOW CLEANING	350.00	10/03/2023
143194	ND ASSOCIATION OF COUNTIES	261.29	10/03/2023
143195	ND Public Employees Ret System	623.15	10/03/2023
143196	NORTHERN SAFETY COMPANY	113.14	10/03/2023
143197	O'KEEFFE OIL COMPANY	11,465.03	10/03/2023
143198	OTTER TAIL POWER COMPANY	64.17	10/03/2023
143199	POWERPLAN	359.36	10/03/2023
143200	Renville County Treasurer	133.20	10/03/2023
143201	SANDERSON, BRUCE	80.00	10/03/2023
143202	SECRETARY OF STATE	36.00	10/03/2023
143203	Souris River Telephone	1,098.57	10/03/2023
143204	TYLER TECHNOLOGIES INC	2,500.00	10/03/2023
143205	TYLER TECHNOLOGIES INC	16,934.50	10/03/2023
143206	VISA	6,219.15	10/03/2023
143207	WOLD ENGINEERING	4,649.35	10/03/2023
143208	VERIZON WIRELESS	589.89	10/11/2023
143209	Reservation Telephone	120.00	10/19/2023
143210	GATES, BETHANY	516.26	10/24/2023
143211	KRAUSE, PIERRE	210.00	10/24/2023
143212	ND ASSOC OF ASSESSING OFFICERS	600.00	10/24/2023
143213	PETERSEN, DANIELLE	218.60	10/24/2023
143214	POLLMAN, LEANN M	373.37	10/24/2023
143215	PRICE, LYNN	346.47	10/24/2023
143216	STARK, DAVID	142.24	10/24/2023
143217	TITUS, GABRIEL	253.60	10/24/2023
143218	TITUS, KRISTY	161.13	10/24/2023
143219	ATTORNEY GENERAL	300.00	10/24/2023
143220	ROSS CARTER	700.00	10/24/2023
143221	CIRCLE SANITATION INC	111.25	10/24/2023
143222	COOK, ALEX	209.60	10/24/2023
143223	DAKOTA FLUID POWER INC	4,177.75	10/24/2023
143224	ENVISION COOPERATIVE	1,398.23	10/24/2023
143225	FARMERS UNION LUMBER	14,389.02	10/24/2023
143226	HEISLER AUTO	703.95	10/24/2023
143227	INFORMATION TECHNOLOGY DEPT	1,013.65	10/24/2023
143228	Mohall, City of	174.56	10/24/2023
143229	ND Dept of Transportation	2,282.02	10/24/2023
143230	ND ENVELOPE COMPANY	677.88	10/24/2023
143231	ND State Radio Communications	120.00	10/24/2023
143232	NDSU EXTENSION SERVICE	5,077.28	10/24/2023
143233	NORTH COUNTRY MERCANTILE	51.02	10/24/2023
143234	North Country Sportswear	543.59	10/24/2023
143235	NORTHERN DIESEL AND TIRE	691.04	10/24/2023
143236	NORTHLAND ELECTRIC INC.	195.53	10/24/2023
143237	Renville County Farmer	418.70	10/24/2023

143238	SHERWOOD CITY	85.24	10/24/2023
143239	SPRINKLERS PLUS	300.00	10/24/2023
143240	Turtle Mountain Communication	54.79	10/24/2023
143241	TYLER TECHNOLOGIES INC	80.41	10/24/2023
143242	UNIFORM CENTER	9.00	10/24/2023
143243	UPPER SOURIS WATER DISTRICT	562.00	10/24/2023
143244	VERIZON CONNECT NWF, INC	32.38	10/24/2023
143245	WARD COUNTY AUDITOR	480.00	10/24/2023
143246	WASTE MANAGEMENT OF ND	463.68	10/24/2023

Payroll	\$136,652.25
Weed Department	\$ 1,258.00

Expenditures, by fund, approved by the Board for the month of October, 2023: General, \$170,446.87; Road & Bridge, \$40,238.65; County Infrastructure Fund, \$36,551.76; Highway Tax, \$41,070.04; 9-1-1, \$1,815.32; Veteran Service, \$1,362.33; County Agent, \$11,958.18; Weed Control, \$1,458.00; Sheriff Reserve, \$10,359.50.

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