

RENVILLE COUNTY COMMISSIONERS' PROCEEDINGS  
FOR THE MONTH OF NOVEMBER 2024

NOVEMBER 7, 2024

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

An employee group comprised of Victoria Klingbeil-Trout, Terri Reidman and Kristy Titus met with the Board to discuss proposed changes to the County Employee Handbook. Bethany Gates is also part of the group, but was attending training in Fargo. Danielle Petersen and Roger Hutchinson were also present for the discussion. The group gave the Board a presentation on the current guidelines in the handbook and what they would like to see changed. The County's leave policy has not been changed for many years. The employee group has reviewed many other county, state and university policies concerning leave. The Board was very receptive to the proposal and thanked the group for the information. The Board will review the information and meet with the employee group at the next Board meeting.

Sean Mattern, Road Supervisor, met with the Board. The mowing is done. The bridge decks have been swept. They are picking some rocks on County gravel roads. The wings will be put on the motorgraders. Farden Construction graveled CR#7. They will wait till spring to put move gravel on CR#9.

Roger Hutchinson, County Sheriff, met with the Board. He has been accepted into Firearms Instructor School. There are two vehicles in the impound lot that could be sold or scrapped. Roger will do the necessary paperwork to dispose of the vehicles.

Moved by Comm. Gates, second by Comm. Hansen to sell, on bids, the 2009 Arctic Cat Prowler UTV. Motion carried by unanimous vote of aye.

The Board, Roger Hutchinson and Victoria Klingbeil-Trout toured the former Mohall City Hall building.

Comm. Hansen left the meeting at 10:40 a.m.

The Board received a report from Derek Hall, ND Dept of Environmental Quality, on the progress of cleaning hazardous materials out of the old hospital building. Comm. Marmon will call and talk to Derek about the report.

The Board discussed purchasing the former Mohall City Hall building from Mohall City. Auditor Pollman will contact State's Attorney Seymour Jordan to draft a proposal.

Moved by Comm. Marmon, second by Comm. Gates to accept the new quote for a scanner for the Recorder's office. There was an additional cost of \$733.84. Motion carried by unanimous vote of aye.

Moved by Comm. Gates, second by Comm. Marmon to approve the final mill report for County funds. Motion carried by unanimous vote of aye.

Moved by Comm. Gates, second by Comm. Marmon that the minutes of October 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, travel requests and October payroll were approved as presented.

Moved by Comm. Gates, second by Comm. Marmon to remove the following items from inventory and discard them: item #1200 & item #1000, chairs; item #1388, photo printer; item #782, polaroid camera. Motion carried by unanimous vote of aye.

#### RESOLUTION-2024-22

#### 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	64.15
Bismarck Hotel	Lodging/Comm/SHE	792.00
Cameron Hardware	Cleaning Supplies	24.54
Cenex Fleet Fueling	Gas/Sheriff	3,65.00
Circle Sanitation	Sanitation	111.25
Election Systems & Software	Ballots/Coding/Toner/Media	4,457.48
Envision Cooperative	Fuel/WEED	596.86
Farmers Union Hardware	Electric Heat Cable/MRP	102.96
Farmers Union Lumber	Screws/MRP	37.45
Gaffaney's	Quarterly Copies	311.04
Bethany Gates	4-H Conference	1,959.43
Bethany Gates	October Mileage	127.15
Bethany Gates	Cell Phone Reimbursement	600.00
Vicky Gates	Election Mileage	40.20
Val Gilseth	Resolution Board	50.00
Glenburn City	Water/Sanitation	55.60
I Keating	Replacement Tiles	498.00
Jack & Jill Groceries	Soda/Meal for CIS	237.90
John Deere Financial	Skid Plate/Bolts/Filter Kit	1,217.61
Norine Johnson	Election Mileage	40.20
Renae Johnson	Resolution Board/Mileage	58.04
Diana Krause	Election Mileage	60.30
Marmon LLC	Floormats & Shop Towels	131.74
NDAAO	NDAAO Ag Class/Tax Director	85.00
NDACo	Convention Registration	1,295.00
NDSU Extension	County Agent Salary/July - Sept	5,077.28
O'Keefe Oil	Diesel Fuel	9,281.31

Otter Tail Power	Electricity/R&B	65.70
Danielle Peterson	Mileage	62.98
LeAnn Pollman	Mileage	67.00
PowerPlan	Hose/Fittings/DEF	9,254.42
Pringle & Herigstad	Mental Health/38-2024-MH-1	720.00
Radisson Hotel Bismarck	Lodging/Recorder	205.00
Renville County Treasurer	Car Wash/Post Board/Postage	205.76
Sprinklers Plus LLC	Winterization	400.00
SRT Communications	Monthly Charges	1,106.67
Robin Stark	Resolution Board/Mileage	72.78
Gabriel Titus	Mileage	324.95
Tecta America Dakota's	Patch & Repair Roof/Cthse	3,280.00
Third Watch Communications	Vehicle Equipment	1,772.50
Turtle Mountain Communications	Dispatch Line	55.60
Tyler Technologies	Taxwise Conversion/Go Live	12,602.50
Upper Souris Water District	Water/MRP	251.50
Verizon Wireless	Monthly Charges	566.23
VISA	Travel/Batteries/Winter Survival	1,562.73
WEX Health	Nov/Admin Fee	70.00

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 November 7, 2024 by Commissioner Gates who moved its adoption, was seconded by Commissioner Marmon and adopted by a unanimous vote of aye.



  
Robert Marmon, Board Chairman

  
LeAnn M. Pollman, County Auditor

The meeting adjourned at 11:45 a.m.

NOVEMBER 19, 2024

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

Sean Mattern, Road Supervisor, met with the Board. Farden Construction finished fixing some soft spots on CR#7. The wings are on the motorgraders and the plow trucks are ready.

Jason Mayfield, Wold Engineering, completed a Special Road Fund application for the

west access road into the Mouse River Park. Moved by Comm. Hansen, second by Comm. Gates to send in the application to the NDDOT. The amount of the request is \$300,000.00. Motion carried by unanimous vote of aye.

Motion by Comm. Gates, second by Comm. Hansen to approve the following resolution:

**RESOLUTION -2024-23**

WHEREAS, the bid in the amount of \$712,628.61 from Morris Sealcoat & Trucking Inc. received in the bid opening of November 15, 2024 for Project SC-3800(024) was the low bid received.

WHEREAS, this bid is considered reasonable.

NOW THEREFORE, be it resolved by the Board of County Commissioners of RENVILLE County will award to Morris Sealcoat & Trucking Inc. the contract for Project SC-3800(024) and hereby authorizes the Chairman of the Board to sign said contract.

It is further understood that the County shall reimburse the North Dakota Department of Transportation for any payments made under this contract, which are not collectible from the Federal Highway Administration.

ATTEST:

  
County Auditor

  
Chairman, Board of Renville County  
Commissioners

This is to certify that the above resolution was adopted and passed at a meeting of the Board of County Commissioners at Renville County on November 19, 2024.

  
County Auditor

Moved by Comm. Hansen, second by Comm. Gates to approve the Category C bridge scour report recently received from the NDDOT. Motion carried by unanimous vote of aye.

The hospital building furniture and trash will need to be removed before the next phase of clean up by the ND Dept of Environmental Quality can continue their clean up. Auditor Pollman will look at getting temporary help to handle the removal of trash and furniture.

Victoria Klingbeil-Trout and Kristy Titus met with the Board to discuss the personnel policy group's suggestions. Topics they have covered include: absenteeism, comp time, vacation cash out, performance reviews and the possibility of getting a Human Resource officer part-time.

No one appeared for the tax sale. The property will be reevaluated at the December 3 board meeting.

Core Facility Solutions requested the Board return a Analysis Data Sheet to them. They



will then perform an initial analysis of the needs relating to a new heating system for the courthouse.

## RESOLUTION-2024-24

### 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;

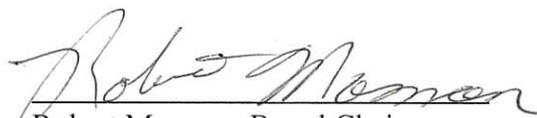
Now therefore, be it resolved by the County Commissioners of the County of Renville, North Dakota, that the following bills and claims be and thereby are, ordered paid.

<u>Payee</u>	<u>For</u>	<u>Amount</u>
Mary Lou Alexander	Mileage for Canvas Board	103.14
Attorney General	ND 24/7 Sobriety Program	155.00
Bottineau County Sheriff	September Room & Board Jail	175.00
Envision	Fresh Cab, Antifreeze, Cat food	1,328.48
First District Health	RV Park License Renewal	310.00
Andy Gates	Aug-Nov/Mileage	268.67
Barbara Glessing	Canvas Board	75.00
Jamee Hansen	Aug-Nov/Mileage	502.50
Heisler Auto	Service 2020 Expedition/SHE	621.05
Jack & Jill Groceries	Cleaning Supplies/Soda	0.00
Robert Marmon	Aug-Nov/Mileage	214.40
Matt Johnson Plumbing	Repair Water Fountain	100.00
Mohall City	Water/Sanitation/R&B/Cthse	297.20
Montana Dakota Utilities	Electricity	2,743.60
NDACo Resource Group	HP Scanjet/Recorder	3,833.30
Northern Diesel & Tire	Oil Change/Batteries	574.78
RBAIA	Membership Fee	20.00
O'Keeffe Oil	Diesel/R&B	0.00
Renville County Farmer	Election Notices/Comm	1,877.67
Reservation Telephone	Oct/9-1-1	120.00
Sherwood City	Water/Sanitation	86.25
Uniform Center	Burton/Uniform	644.96
Verizon Wireless	Monthly Charges	566.11
Waste Management	Sanitation/MRP	469.73

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 November 19, 2024 by Commissioner Gates who moved its adoption, was seconded by Commissioner Marmon and adopted by a unanimous vote of aye.



  
Robert Marmon, Board Chairman



LeAnn M. Pollman, County Auditor

Jon Paul, Johnson Controls, met with the Board. He would like to perform an analysis of the heating system, window replacement options, air exchange system and fire alarm/suppression system for the courthouse. The Board signed a Memo of Understanding with Johnson Controls.

Moved by Comm. Hansen, second by Comm. Gates to remove computer monitor #1791 from inventory and discard the item. Motion carried by unanimous vote of aye.

The meeting adjourned at 11:45 a.m.

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

Check Number	Date	Vendor	Amount
145488	11/04/2024	VISA	\$1,562.73
145540	11/07/2024	BISMARCK HOTEL CONF CENTER	\$792.00
145541	11/07/2024	CAMERON HARDWARE	\$24.54
145542	11/07/2024	Cenex Fleetcard	\$3,065.00
145543	11/07/2024	CIRCLE SANITATION INC	\$111.25
145544	11/07/2024	DRINK'S 4.0 LLC	\$700.00
145545	11/07/2024	ELECTION SYSTEMS SOFTWARE	\$4,457.48
145546	11/07/2024	FARMERS UNION HARDWARE	\$102.96
145547	11/07/2024	FARMERS UNION LUMBER	\$37.45
145548	11/07/2024	GAFFANEY'S OF MINOT	\$160.74
145549	11/07/2024	GATES, BETHANY	\$1,959.43
145550	11/07/2024	GATES, BETHANY	\$127.15
145551	11/07/2024	GATES, BETHANY	\$600.00
145552	11/07/2024	GATES, VICKY	\$40.20
145553	11/07/2024	GILSETH, VALERIE	\$50.00
145554	11/07/2024	GLENBURN CITY	\$55.60
145555	11/07/2024	I KEATING FURNITURE	\$498.00
145556	11/07/2024	INFORMATION TECHNOLOGY DEPT	\$2,377.45
145557	11/07/2024	JACK & JILL GROCERIES	\$237.90
145558	11/07/2024	Johnson, Norine	\$40.20
145559	11/07/2024	Johnson, Renae	\$58.04
145560	11/07/2024	KRAUSE,DIANA	\$60.30
145561	11/07/2024	MARMON LLC	\$131.74
145562	11/07/2024	ND ASSOCIATION OF COUNTIES	\$1,295.00
145563	11/07/2024	ND Dept of Transportation	\$20.00
145564	11/07/2024	NDSU EXTENSION SERVICE	\$5,077.28
145565	11/07/2024	O'KEEFFE OIL COMPANY	\$9,281.31
145566	11/07/2024	OTTER TAIL POWER COMPANY	\$65.70
145567	11/07/2024	PETERSEN, DANIELLE	\$240.04
145568	11/07/2024	POLLMAN, LEANN	\$67.00
145569	11/07/2024	POWERPLAN	\$9,254.42
145570	11/07/2024	PRINGLE AND HERIGSTAD	\$720.00
145571	11/07/2024	Radisson Hotel	\$205.00
145572	11/07/2024	Renville County Treasurer	\$205.76
145573	11/07/2024	Souris River Telephone	\$1,106.67
145574	11/07/2024	SPRINKLERS PLUS	\$400.00
145575	11/07/2024	Stark, Robin	\$72.78
145576	11/07/2024	THIRD WATCH COMMUNICATIONS	\$1,772.50
145577	11/07/2024	TITUS, GABRIEL	\$324.95
145578	11/07/2024	TYLER TECHNOLOGIES INC	\$12,602.50
145579	11/07/2024	UPPER SOURIS WATER DISTRICT	\$251.50
145580	11/07/2024	VERIZON WIRELESS	\$566.23
145581	11/07/2024	WEX HEALTH	\$70.00
145582	11/21/2024	ALEXANDER, MARY LOU	\$103.14
145583	11/21/2024	ATTORNEY GENERAL	\$155.00

145584	11/21/2024	BOTTINEAU COUNTY SHERIFF	\$175.00
145585	11/21/2024	ENVISION COOPERATIVE	\$1,326.94
145586	11/21/2024	FIRST DISTRICT HEALTH UNIT	\$310.00
145587	11/21/2024	GATES, ANDY	\$268.67
145588	11/21/2024	Glessing, Barbara	\$75.00
145589	11/21/2024	HANSEN, JAMEE	\$502.50
145590	11/21/2024	HEISLER AUTO	\$621.05
145591	11/21/2024	MARMON, ROBERT	\$214.40
145592	11/21/2024	MATT JOHNSON PLUMBING	\$100.00
145593	11/21/2024	MOHALL CITY	\$297.20
145594	11/21/2024	Montana-Dakota Utilities Co.	\$2,743.60
145595	11/21/2024	NDACO RESOURCES GROUP INC	\$3,833.30
145596	11/21/2024	NORTHERN DIESEL & TIRE	\$574.78
145597	11/21/2024	RBAIA	\$20.00
145598	11/21/2024	Renville County Farmer	\$1,877.67
145599	11/21/2024	Reservation Telephone	\$120.00
145600	11/21/2024	SHERWOOD CITY	\$94.34
145601	11/21/2024	UNIFORM CENTER	\$644.96
145602	11/21/2024	WASTE MANAGEMENT OF ND	\$469.73

Expenditures, by fund, approved by the Board for the month of November, 2024: General, \$161,721.81; Road & Bridge, \$39,442.49; Highway Tax, \$44,314.06; 9-1-1, \$1,282.54; Veteran Service, \$1,086.02; Document Preservation, \$3,833.30; County Agent, \$12,501.90; Weed Control, \$1,599.99; Sheriff Reserve, \$7,747.50.

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