

RENVILLE COUNTY COMMISSIONERS' PROCEEDINGS  
FOR THE MONTH OF JULY 2025

JULY 8, 2025

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

Sean Mattern, Road Supervisor, met with the Board. The chip seal project is done on County Roads 4, 9 and the Glenburn W road. The yellow center lines have been painted but not the white lane lines. Pierre Krause has resigned as of July 31, 2025. Sean will advertise the position. They will start mowing the top cut this week.

Introduced by Commission Member Haman,

Who moved for its adoption on the 8th day of July, 2025:

RESOLUTION 2025-17

WHEREAS, the bid in the amount of \$2,059,221.91 from Mayo Construction Company Inc. received in the bid opening of June 13, 2025 for Project HLC-3800(021) was the low bid received.


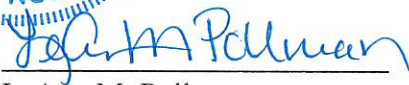
WHEREAS, this bid is considered reasonable.  
NOW THEREFORE, be it resolved by the Board of County Commissioners of RENVILLE County will award to Mayo Construction Company Inc. the contract for Project HLC-3800(021) and hereby authorizes the Chairman of the Board to sign said contract.


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.

Commissioner Hansen seconded the motion for adoption.


Roll Call Vote: Ayes: 3; Nays: 0; and Absent: 0

ATTEST:

  
  
LeAnn M. Pollman  
County Auditor

  
Andy Gates, Chairman  
Board of County Commissioners  
County: RENVILLE

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 July 8, 2025.

  
LeAnn M. Pollman  
County Auditor

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

Moved by Comm. Hansen, second by Comm. Haman to remove and discard metal shelves #171 & 172 from inventory. Motion carried by unanimous vote of aye.

Moved by Comm. Hansen, second by Comm. Haman that the minutes of June 2025 be approved as presented. Motion carried by unanimous vote of aye.

Moved by Comm. Hansen, second by Comm. Haman that the quarterly reports for the period ended June 30, 2025 be approved and accepted. Motion carried by unanimous vote of aye.

The Board reviewed a memo to be sent out to all employees regarding sales tax reimbursement and the use of the County's online ordering accounts.

Kristy Titus, DES Coordinator, met with the Board. She discussed the EMPG grant she receives through the State. The Board also discussed the proposed 60/40 salary split with Bottineau County.

County Sheriff, Roger Hutchinson, met with the Board to discuss his proposed 2026 budget. The Board would like him to reevaluate how his deputy salary positions are funded for 2026.

Bethany Gates, County Agent, discussed her proposed 2026 budget with the Board. She also informed the Board of her Field Days event which is July 24<sup>th</sup>.

Danielle Petersen, Recorder, discussed her requests for the 2026 budget. She had asked to purchase benches for the courtroom. The cost could be shared with the Court system grant program. The Board asked her to compile a prioritized list of needs and wants for the courtroom. There are some electrical and accessibility issues in the courtroom currently. Danielle gave the Board a tour of the courtroom to see the areas of concern. She also requested \$3,000.00 in her travel budget to attend a conference in Virginia Beach in 2026 as part of the PRIA board she is a member of. The Board will look at the travel request and the benches request at the next meeting. Danielle told the Board she is in need of plat cabinets for the Recorder's office. They asked her to gather information on the cabinets and get back to them. She has funds in her Document Preservation fund to help with the cost.

#### RESOLUTION-2025-18

##### 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;

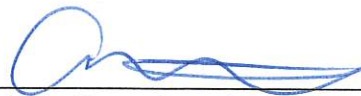
Now therefore, be it resolved by the County Commissioners of the County of Renville, North Dakota, that the following bills and claims be and thereby are, ordered paid.


<u>Payee</u>	<u>For</u>	<u>Amount</u>
Attorney General	24/7 Program	610.00
Applied Concepts	Stalker Radar	943.00
AT&T	Monthly Charges	64.17
Bradco Restoration	Tuckpointing/Stone Caulking	103,825.00
Reon Bernsdorf Construction	Concrete Pad/MRP	11,960.00
Cenex Fleet Fueling	Gas/SHE	3,059.53
Circle Sanitation	Sanitation/MRP/R&B	140.00
Citizens Insurance Agency	Motorgrader	112.00
Citizens Insurance Agency	2025 F&T Insurance	8,381.00
Enerbase	Oil Change/Sheriff	64.99
Envision	Gas/MRP/R&B/WEED	1,466.33
Farmer's Union Lumber	Jigsaw Blade/Door Knobs	495.88
Glenburn City	Water/Sewer/Sanitation	55.60
Harry's Tire Service	New Tires/Sheriff	856.16
Hefty Seed Company	Sanitation/MRP	1,600.00
Heisler Auto	Oil/Lawn Applicator/Brake line	190.89
Jergyboys Powersports	Oil Change/Track Conversion	417.71
John Deere Financial	Filter Kit/Oil Filters	48.08
Lexipol LLC	Annual Policy Manual Fee	4,624.67
NDAAO	2025 Conference Registration	225.00
North Country Mercantile	Blades/Mowers/MRP	222.93
North Country Sportswear	US Flags/MRP/Cthse	220.00
North Prairie Garage	Trailer Tire/R&B/Oil Change/SHE	332.70
Northland Electric	Install 50 Amp/MRP	611.88
O'Keeffe Oil	Diesel/R&B	2,627.10
Otter Tail Power Company	Electricity/R&B	83.10
Danielle Petersen	Mileage/Meals/Lodging	939.00
LeAnn Pollman	Mileage/Meals/Supplies	368.94
City of Sherwood	Water/Sanitation/R&B	86.83
Sign D'zyn	MRP Sign	412.50
Sprinklers Plus	Sprinkler Maintenance/Cthse	500.00
SRT Communication	Monthly Charges	1,114.85
Robin Stark	Plants/MRP	195.40
Stein's	Hand Towels/Cthse	144.25
Sunset Law Enforcement	Ammunition	5,530.86
Surplus Property Equipment	Radar/Cellphone Boosters	440.00
Turtle Mountain Communications	Bottineau Dispatch Line	55.70
Upper Souris Water District	Water	554.20
Vanguard Appraisals	License Service Fees	5,050.00
Verizon Wireless	Monthly Charges	524.80
Julie Vetter	HR Services	1,650.00
Visa	Ammo/Office Supplies/Jump Kit	1,576.30
WEX	Jul/Admin Fee	70.00
Wold Engineering	Safety Project/County Wide	5,700.00

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 July 8, 2025 by Commissioner Haman who moved its adoption, was seconded by Commissioner Hansen and adopted by a unanimous vote of aye.



  
\_\_\_\_\_  
Andy Gates, Board Chairman

Attest:  
  
\_\_\_\_\_  
LeAnn M. Pollman, County Auditor

The meeting adjourned at 12:15 p.m.

JULY 16, 2025

The board attended a public meeting regarding the preliminary resolution proposing to change the Auditor's and County Recorder's positions from elected to appointed. State's Attorney Seymour Jordan was also in attendance. The meeting was held in the Community Room of the Courthouse and began at 6:05 p.m. Several members of the public were also in attendance to discuss the proposed change.

JULY 22, 2025

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

Jason Mayfield, Wold Engineering, met with the Board to discuss the NDDOT Flex Fund Grant program. The County will submit projects for road work and bridge work.

Sean Mattern, Road Supervisor, gave the Board an update on the Road Department. Gravel has been placed on CR #1. The crew are finishing up mowing. Sean gave the Board three quotes for a new pickup. Moved by Comm. Haman, second by Comm. Hansen to approve the quote from Minot Automotive Company for a 2025 Bighorn Ram, 3/4 ton pickup in the amount of \$30,711.30. Motion carried by unanimous vote of aye.

Jill McDonald and Rene Duckett, Minot Domestic Violence Crisis Center, met with the Board to discuss their 2026 budget funding request. They gave the Board an update on services provided to Renville County residents in the past year. Moved by Comm. Hansen, second by Comm. Haman to approve a \$20,000.00 funding request for the Minot DVCC for 2026. Motion carried by unanimous vote of aye.

Correspondence addressed to the Board's attention was reviewed and discussed.

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

Moved by Comm. Haman, second by Comm. Hansen to approve the General Purpose Financial Statements for 2024. Motion carried by unanimous vote of aye.

## RESOLUTION-2025-19

### 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
Citizen's State Bank	Stop Payment Fee	20.00
Dakota Fire Extinguisher	MRP Annual Service	254.65
Elmridge Protection Products	Protection Masks	3,391.99
Farmers Union Lumber	Bathhouse Roof/Picnic Tables	2,790.77
Andy Gates	Apr-Jul/Mileage	113.40
Rick Haman	Apr-Jul/Mileage	70.00
Jamee Hansen	Apr-Jul/Mileage	420.00
Information Technology Dept	WAN/Office 365/NetMotion	1,247.10
Jack & Jill Groceries	Soda/Cleaning Supplies	33.82
JergyBoys Powersports	Radiator/Weed Dept	460.00
Minot Automotive Co	2025 Ram Truck/R&B	30,711.30
Minot Daily News	Yearly Subscription	286.00
Mohall City	Water	326.66
Montana Dakota Utilities	Electricity	5,485.67
Betsy Myaer	Mileage	71.96
NDACO	2025/WC Assessment	199.50
ND State Radio Communication	LETS Terminal Fees	120.00
Quadient Finance	June Postage	406.00
Renville County Farmer	Comm/Prelim Resolution	509.55
Renville County Treasurer	Airhose/Sprayer/Tools/Car Washes	425.82
Richardson Ag	Gas/MRP	344.08
Universal Services	Toner/AUD	314.00
James & Constance Vendsel	Purchase Easement	1,050.00
Waste Management	Sanitation	1,192.46

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 22, 2025 by Commissioner Hansen who moved its adoption, was seconded by Commissioner Haman and adopted by a unanimous vote of aye.





  
Andy Gates, Board Chairman

Attest:

  
LeAnn M. Pollman, County Auditor

The Board discussed the requested amounts for the 2026 budget. They recommended a 3% salary increase for all full time positions.

The meeting adjourned at 12:40 p.m.

JULY 23, 2025

Chairman Gates and Commissioner Haman attended the pre-construction meeting for the county-wide safety project, HLC-3800(021). The meeting was held at the Courthouse.

Board ordered the following bills paid for the month of July 2025:

#### Check History

Check Number	Date	Payee	Amount
146497	07/02/2025	AT & T MOBILITY	\$64.17
146498	07/02/2025	JOHN DEERE FINANCIAL	\$48.08
146499	07/02/2025	Renville County Treasurer	\$179.57
146500	07/02/2025	VISA	\$1,576.30
146555	07/08/2025	BERNSDORF, REON CONST	\$11,960.00
146557	07/08/2025	PETERSEN, DANIELLE	\$939.00
146558	07/08/2025	POLLMAN, LEANN M	\$368.94
146559	07/08/2025	SIGN DZYN INC	\$412.50
146560	07/08/2025	Souris River Telephone	\$1,114.85
146561	07/08/2025	Stark, Robin	\$195.40
146562	07/08/2025	STEINS INC	\$144.25
146563	07/08/2025	Turtle Mountain Communication	\$55.70
146564	07/08/2025	UPPER SOURIS WATER DISTRICT	\$554.20
146565	07/08/2025	WEX HEALTH	\$70.00
146566	07/08/2025	A1 EVANS SEPTIC SERVICES	\$150.00
146567	07/08/2025	APPLIED CONCEPTS INC	\$943.00
146568	07/08/2025	ATTORNEY GENERAL	\$610.00
146569	07/08/2025	Cenex Fleetcard	\$3,059.53
146570	07/08/2025	CIRCLE SANITATION INC	\$140.00
146571	07/08/2025	CITIZENS INSURANCE AGENCY INC	\$112.00
146572	07/08/2025	CITIZENS INSURANCE AGENCY INC	\$8,381.00
146573	07/08/2025	ENERBASE COOP	\$64.99
146574	07/08/2025	ENVISION COOPERATIVE	\$1,466.33
146575	07/08/2025	FARMERS UNION LUMBER	\$495.88
146576	07/08/2025	GLENBURN CITY	\$55.60
146577	07/08/2025	HARRY'S TIRE AND AUTO INC	\$856.16
146578	07/08/2025	HEFTY SEED	\$1,600.00
146579	07/08/2025	HEISLER AUTO	\$190.89
146580	07/08/2025	JERGYBOY'S POWERSPORTS	\$417.71
146581	07/08/2025	LEXIPOL LLC	\$4,624.67
146582	07/08/2025	NDAAO	\$225.00
146583	07/08/2025	NORTH COUNTRY MERCANTILE	\$222.93
146584	07/08/2025	North Country Sportswear	\$220.00
146585	07/08/2025	NORTH PRAIRIE GARAGE	\$332.70

146586	07/08/2025	NORTHLAND ELECTRIC INC.	\$611.88
146587	07/08/2025	O'KEEFFE OIL COMPANY	\$2,627.10
146588	07/08/2025	OTTER TAIL POWER COMPANY	\$83.10
146589	07/08/2025	SHERWOOD CITY	\$86.83
146590	07/08/2025	SPRINKLERS PLUS	\$500.00
146591	07/08/2025	SUNSET LAW ENFORCEMENT	\$5,530.86
146592	07/08/2025	SURPLUS PROPERTY, ND STATE	\$440.00
146593	07/08/2025	VANGUARD APPRAISALS, INC	\$5,050.00
146594	07/08/2025	VERIZON WIRELESS	\$524.80
146595	07/08/2025	VETTER, JULIE	\$1,650.00
146596	07/08/2025	WOLD ENGINEERING	\$5,700.00
146597	07/10/2025	ND CHILD SUPPORT DIVISION	\$842.00
146598	07/10/2025	BRADCO RESTORATION	\$103,825.00
146599	07/22/2025	JERGYBOYS POWERSPORTS	\$460.00
146600	07/22/2025	AT & T MOBILITY	\$64.15
146601	07/22/2025	CHEESIS MANAGEMENT LLP	\$1,095.00
146602	07/22/2025	Citizens State Bank	\$20.00
146603	07/22/2025	Dakota Fire Extinguisher	\$254.65
146604	07/22/2025	ELMRIDGE PROTECTION	\$3,391.99
146605	07/22/2025	FARMERS UNION LUMBER	\$2,790.77
146606	07/22/2025	GATES, ANDY	\$113.40
146607	07/22/2025	HAMAN, RICK	\$70.00
146608	07/22/2025	HANSEN, JAMEE	\$420.00
146609	07/22/2025	INFORMATION TECHNOLOGY DEPT	\$1,247.10
146610	07/22/2025	JACK & JILL GROCERIES	\$33.82
146611	07/22/2025	MINOT DAILY NEWS	\$286.00
146612	07/22/2025	MOHALL CITY	\$326.66
146613	07/22/2025	Montana-Dakota Utilities Co.	\$5,485.67
146614	07/22/2025	MYAER, BETSY	\$71.96
146615	07/22/2025	ND ASSOCIATION OF COUNTIES	\$199.50
146616	07/22/2025	ND State Radio Communications	\$120.00
146617	07/22/2025	QUADIENT FINANCE USA	\$406.00
146619	07/22/2025	Renville County Farmer	\$509.55
146620	07/22/2025	Renville County Treasurer	\$425.82
146621	07/22/2025	RICHARDSON AG INC	\$344.08
146622	07/22/2025	Universal Services	\$314.00
146623	07/22/2025	VENDSEL, JAMES & CONNIE	\$1,050.00
146624	07/22/2025	WASTE MANAGEMENT OF ND	\$1,192.46
146630	07/24/2025	MINOT AUTOMOTIVE CENTER	\$30,711.30

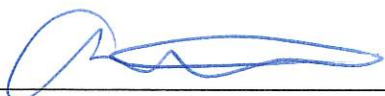
Payroll	\$ 116,776.17
Weed Dept	\$ 10,000.00

Expenditures, by fund, approved by the Board for the month of July, 2025: General, \$193,248.72; Road & Bridge, \$61,507.68; Highway Tax, \$45,866.94; Capital Improvements, \$103,825.00; 9-1-1, \$1,232.00; Veteran Service, \$1,112.60; County Agent, \$5,072.92; Weed Control, \$11,358.64; Sheriff Reserve, \$7,853.00.

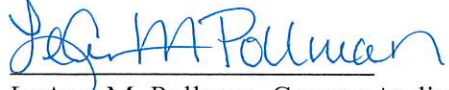
Details of the bills are on file in the Auditor's office.



RENVILLE COUNTY BOARD OF COMMISSIONERS

  
 Andy Gates, Board Chairman

Attest:



LeAnn M. Pollman, County Auditor