

The Traill County Commissioners came to order on September 19, 2023, at 8:00 a.m. with the following members present (in-person) Commissioners Eblen, Elliott, Young and Amb. Commissioner Nesvig attended via conference call. Auditor Haugen requested to add Steve Hunt, Sheriff, to the agenda. On motion of Eblen, seconded by Amb and carried to approve the amended agenda. On motion of Elliott, seconded by Eblen and carried to approve the minutes of September 6, 2023.

**HILLSBORO CITY-EXTRA TERRITORIAL:** On motion of Eblen, seconded by Elliott and carried to appoint Kevin R. Grothmann to the Hillsboro City Extra Territorial Planning and Zoning Board.

**SECURITY:** Discussion was held on the possibility of opening the doors to the public. At this time, the doors will remain secured/locked and Commissioners will revisit at the next meeting.

**SHERIFF:** Steve Hunt, Sheriff informed the board he has been in contact with ND State Radio to help with 911 dispatch calls because of employee shortage. On motion of Elliott, seconded by Amb and carried to allow Hunt to go forward through the process, to enter into an agreement with ND State Radio and consulting with Commissioners Young and Amb. Commissioners also gave Hunt approval to have Matt Nelson and Tammy Moore come back to work to help fill in hours where needed.

**AVHSZ:** Received Agassiz Valley Human Service Zone August board minutes and financials, no action needed.

**HIGHWAY:** Corwyn Martin, Road Superintendent and Matt Lange, KLJ Engineer met with the board. On motion Amb, seconded by Eblen and carried to approve a County Road/Right-of-Way Encroachment permit filed by Marlin Ingebretson along County Road #14 in section 30 of Lindaas Township. Martin updated commission on the following: Bridge 318 have been replaced; culverts have been replaced along County Roads 1 & 8; Martin will get estimates to fix broken timber/pilings on Bridge 361; BNSF informed Martin they will be replacing rails at crossing in Hatton and Clifford/Galesburg area. Lange updated the commission on the following: Bridge 231 & 316, the preconstruction meeting was held, the bridges will be closed for the winter and both will be removed, with substructure starting this fall and the deck will be replaced in the spring; Bridge #2 will have deck and guard rails by the end of the week and should be open in couple of weeks; ND DOT has hired a person to administer the Flexible Grant Program; Commissioners have a meeting with ND DOT on October 10, 2023 at 8:00 a.m. at the Civic Center in Bismarck; the Climax Bridge #413 will have bid letting on Friday, October 13, 2023.

**UND LAND USE:** Susan Ellis-Felege, UND Professor of Wildlife Ecology met with the commission to renew the Traill County Biology Station & Wildlife Management Area Agreement between UND, ND Game & Fish and Traill County. Currently we have a 5-year contract and UND requested to increase the contract to a 10-year. On motion of Amb, seconded by Elliott and carried to approve the contract with a 10-year agreement and asked to have reports on how everything is going every two years.

**AGENT:** Jill Murphy, Extension Agent requested to pay Katie Mueller, TC Extension Administrative Assistant overtime during the summer for organizing the 4-H summer program. On motion of Elliott, seconded by Eblen and carried to approve the request. The summer program will be revisited next spring.

**HUMAN RESOURCES:** Heather Hovey, Chief Deputy Auditor presented the 2024 NDPHIT Member Employer Wellness Service Agreement. Traill County will receive a 1% discount on health insurance premiums if we follow the program. On motion of Elliott, seconded by Eblen and carried to allow Chairman Young to sign the agreement.

**2024 BUDGET REVIEW:** States Attorney Stock, Sheriff Hunt, Recorder Eblen, Head Custodian Rubash, Highway Superintendent Martin, Extension Agent Murphy, Clerk of District Court Schill, Tax Director Knudson, Chief Deputy Auditor Hovey, and Auditor Haugen were in attendance. Commissioners reviewed the Hillsboro Airport 2024 budget request; no motion was made at this time. Discussions on the proposed 2024 salaries and salary survey were held. Points made by the Commissioners: Eblen: not enough mills to work with for the proposed salaries, perhaps using a cost-of-living percentage of 3%, using the original Gallagher study. Need to be fair to all employees. Elliott: Agrees

with using the original study and 3% about \$1700.00 cost of living, perhaps making sure everyone gets at least the \$1700.00. Young: has issues giving some employees bigger raises than others. Amb: need to work on getting the bottom wages up first. Nesvig: agrees with Tom, only have so many dollars to work with, do a straight across the board increase. Those in attendance voiced concerns about not following the survey and the purpose of the survey is to equalize Traill County wages in comparable to other counties with employees doing the same job and not to compare wages within Traill County itself because positions have different duties and responsibilities. A decision on the 2024 budget, including salaries will be made at the October 3, 2023, meeting.

On motion duly made and carried, the following bills presented to the board were ordered paid, to wit:

107330	NDACO	76.25	107352	LOFFLER COMPANIES INC	63.04
107331	ASHLEY ASUZU	121.83	107353	KELSEY MDUDA	103.49
107332	BUXTON FARMERS UNION	2243.55	107354	BRIANA MILLER	89.08
107333	WEX BENEFITS FEES	56.00	107355	MICHELLE MOONEY	828.53
107334	BALCO UNIFORM CO INC	302.00	107356	BETHANY MORROW	438.85
107335	CASS COUNTY FINANCE	1400.00	107357	MAGNUSONS TIRES AND SERVI	191.95
107336	STEPHANIE DALE	83.60	107358	DAVID MUELLER	240.50
107337	EAST CENTRAL REGIONAL WATER	40.00	107359	NAPA CENTRAL	93.49
107338	ERIKA FREEBERG	110.37	107360	NORTHERN FIRE EQUIPMENT	1295.20
107339	GILBERTSONS	97.85	107361	OVERHEAD DOOR COMPANY	120.00
107340	SHANDA HAKK	195.52	107362	PORTLAND FARMERS UNION	5247.00
107341	HILLSBORO BANNER	921.96	107363	PAULS HOMETOWN REPAIR	1775.03
107342	HATTON COOP OIL CO	257.36	107364	ALLISON QUINCER	46.51
107343	HOPE FARMERS UNION OIL	119.43	107365	RANGE PRINTING	54.79
107344	HERITAGE INSURANCE SERVICE	11879.00	107366	JENNIFER RUBASH	150.00
107345	ELLA HUWE	111.57	107367	THE SIDWELL COMPANY	510.00
107346	INFORMATION TECH DEPT	1506.00	107368	STEELE COUNTY	1586.27
107347	KIM JACOBSON	703.74	107369	TOWN AND COUNTRY COOP	99.43
107348	KAYLA KNUDSON	400.63	107370	TRAILL COUNTY TRIBUNE	125.97
107349	KRB GRAVEL LTD	33600.00	107371	TYLER TECHNOLOGIES INC	245.04
107350	LINDE GAS AND EQUIPMENT INC	410.54	107372	WALKERS LAWNCARE LLC	31738.25
107351	JENNIFER LEVITT	16.50	107373	XCEL ENERGY	187.93

There being no further business to be brought before the board, the meeting was adjourned at 9:27 a.m. to meet again in special session on Wednesday, September 20, 2023, at 6:00 p.m. for the 2024 Public Budget Hearing and in regular session on Tuesday, October 3, 2023, at 8:00 a.m.

Attest:

Glenda Haugen, Auditor

Larry Young, Chairman