

The Traill County Commissioners came to order on November 7, 2023, at 8:00 a.m. with all members present. Commissioner Elliott requested to add #8 ND State Fair Board, #9 Elected Officials and #10 County Road #1 to the agenda. On motion of Eblen seconded by Nesvig and carried to approve the amended agenda. On motion of Nesvig, seconded by Elliott and carried to approve the October 17, 2023, minutes.

INDEMNITY BOND FOR LOST INSTRUMENT: On motion of Elliott, seconded by Amb and carried to approve the Indemnity Bond for Lost Instrument filed by Western Dakota Energy Association, for Auditor's Warrant #107119, in the amount of \$500.00.

EXECUTIVE MEETING: Commissioner Nesvig motioned to adjourn the regular meeting at 8:02 a.m. and go into an executive meeting; motion was seconded by Commissioner Amb. All Commissioners were present and voting in favor of the motion. Commissioner Eblen motioned to adjourn the executive meeting at 8:20 a.m. motion was seconded by Commissioner Amb. All Commissioners were present and voting in favor of the motion.

On motion of Commissioner Nesvig, seconded by Commissioner Amb and carried to reconvene the regular commission meeting. All Commissioners were present and voting in favor of the motion.

VSO: On motion of Nesvig, seconded by Elliott and carried to accept the resignation of Sheri Pearlstein, Traill County Veterans Service Officer. On motion of Eblen, seconded by Amb and carried to advertise for a replacement.

RECORDER: On motion of Nesvig, seconded by Amb and carried to accept the resignation of Marlene Eblen, County Recorder, who will be retiring on December 31, 2023. On motion of Amb, seconded by Nesvig and carried to appoint Debra Guest current Deputy Recorder as interim Recorder. Ms. Guest will need to run on the June 2024 ballot to fulfill the unexpired term of Marlene Eblen. On motion of Amb, seconded by Nesvig and carried to advertise for a Deputy Recorder.

ND STATE FAIR: Commissioner Elliott informed the board he is not able to attend the ND State Fair Board meeting on Wednesday, November 15, 2023, in Minot. Commissioner Young will be attending.

ELECTED OFFICIALS: Discussion was held on elected officials retiring before their term has been fulfilled. On motion of Elliott, seconded by Eblen and carried to have States Attorney Charlie Stock draft a letter to all County elected officials asking them to please fulfill the term they were elected to fill, unless an emergency arises.

COUNTY ROAD #1: Commissioner Elliott requested Road Superintendent Martin and KLJ Engineer Matt Lange to place paving of County Road #1 on the schedule for future projects.

DENTAL & VISION POLICIES: Heather Hovey, Chief Deputy Auditor presented the 2024 dental and vision rates, which shows an increase of 5.3% (\$2.60 per month). On motion of Eblen, seconded by Amb and carried to allow the Chairman to sign the 2024 contribution and eligibility form with Blue Cross/Blue Shield.

TAX DIRECTOR: Kayla Knudson, Tax Director requested permission to apply for the HB1225 grant to help cover costs associated with placing property cards online. The approximate cost is \$9,100.00 for 3 years; however, the grant should cover the expenses. On motion of Amb, seconded by Elliott and carried to allow Knudson to apply for the grant. Knudson presented a list of properties that were "omitted" from the 2023 total valuations report and requested the property values be added to the report as omitted taxes. On motion of Eblen, seconded by Nesvig and carried to place the following parcels on the tax rolls as omitted properties: 28-5-7650-0; 28-7-8136-0; 27-13-10232-0; 10-0-1516-1; 27-21-2-0; 26-37-4-0; 27-21-6-0; 27-21-4-0; 29-2-8525-0; 24-0-3849-5; 6-0-801-5; 26-37-8-0; 26-37-7-0; 26-37-6-0; 30-4-9729-0; 21-0-3317-0; 10-0-1574-020; 21-0-3318-0; 25-0-4146-10.

HIGHWAY: Corwyn Martin, Road Superintendent and Matt Lange, KLJ Engineer met with the board. Martin informed the board, Ed Werre, Equipment Operator II has resigned effective November 17, 2023. On motion of Eblen, seconded

by Amb and carried to allow Martin to advertise for the position. Road employees are back on 8-hour days starting 11-06-23.

BRIDGE 413: On motion of Nesvig, seconded by Eblen and carried to hire KLJ Engineering for the Bridge #413 project. On motion of Elliott, seconded by Nesvig and carried to allow Chairman Young to sign a formal letter to hire KLJ Engineering to perform preliminary and design engineering for the Bridge #413 project.

CLIMAX BRIDGE: On motion of Amb, seconded by Nesvig and carried to allow the Chairman, States Attorney and Auditor to sign the Federal Aid Contract with Robert R. Schroeder Construction, Inc. totaling \$16,831,006.75.

WATER BOARD: Jason Siegert, TCWRD and Nathan Trosen, Moore Engineering requested the help of the Highway Department to help install culverts and clean Drain #10 along County Road 1 in Elm River and Kelso Township. Martin informed the board; his crew could help with some of the project.

BRIDGE 86: Jeremy Jennen requested help with graveling costs on the road leading to his property located in Kelso Township, NE ¼ of section 13. The road borders Kelso and Elm River Townships. Commissioners explained that Jennen should contact both townships to see if funds would be available to gravel the road. Jennen also asked if he could fix the existing pilons to be used as a walkway. Martin informed Jennen he is not allowed to add to the existing pilons but could build his own walkway bridge in a different area.

SHERIFF: Steve Hunt, Sheriff met with the board.

New employees: Hunt informed the board he has hired one E911 Dispatcher and has offered an individual a position as a Sheriff Deputy, conditional on his completion at the Police Academy.

E911 Dispatchers salaries: Discussion was held on the E911 Dispatcher's salary survey. Hunt requested to move the Dispatchers from a Step 2, to a Step 4, increasing the salaries by about \$3.80 starting wages. The change in Steps would increase the 2024 budget by about \$13,400.00. Hunt had discussions with Steele County as Traill County answers E911 calls for them. Steele County has agreed to a \$10,000.00 increase to what they are currently paying towards calls and equipment, to help with the increase in wages and Hunt would have to find the additional \$3,400.00 in his 2024 budget. On motion of Amb, seconded by Nesvig and carried to allow the change in the salary survey for the Dispatchers.

Vacation hours: Discussion was held concerning the shortage of E911 Dispatchers and Sheriff Deputies and not having enough time for the employees to take their vacation. Employees have been trying to take time off but several hours remain on the books and the policy states they will lose any vacation hours over 80 hours on December 31, 2023. On motion of Amb, seconded by Nesvig to allow a one-time payout of unused vacation hours (over 80) to be paid out in December. Upon roll call vote, Commissioners voted in favor of the motion: Elliott and Amb, Commissioners voting against the motion: Eblen, Nesvig and Young, motion failed. Commissioners requested Hunt to encourage his employees to use as much of the vacation hours as possible between now and the end of December and Commissioners will review the balance of vacation hours on December 19, 2023.

Juvenile Services: Cass County provides Attendant Care & Shelter Care for law enforcement agencies who need a non-secure juvenile placement in our community. Sheriff Hunt would like to partner with Cass County at a cost of \$1,500.00 per year. Commissions are on board and asked Hunt to have a contract drawn up and bring to the next meeting.

DES Services: On motion of Eblen, seconded by Amb and carried to allow the Chairman to sign the Join Powers Agreement with Steele County for shared DES Services.

AUDITOR'S WARRANTS: On motion duly made and carried, the following bills paid by the county Auditor to November 7, 2023, were allowed paid to-wit:

107555 Traill County Treasurer (FOASI)	83,617.80	107556 NDPERS-Retirement	51,531.72
85234-85329 October Payroll	354,697.56	107559 NDPHIT Insurance	66,095.90
107560-107620 Tax Collections		107546 – 107554 Employee Deductions	

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

107557	STEELE COUNTY	4,758.81	107656	MATTHEW BENDER AND COMPANY	57.16
107558	NDPERS INSURANCE	253.92	107657	MILLERS FRESH FOODS	14.34
107621	ADVANCED BUSINESS METHODS	189.81	107658	METROPOLITAN MECHANICAL CONT	728.00
107622	FARGO ACME TOOLS	26.97	107659	MICHELLE MOONEY	482.04
107623	AMUNDSON FAMILY FUNERAL	3,500.00	107660	MAGNUSONS TIRES AND SERVICE	135.00
107624	SOCIAL SERVICES	700.00	107661	JILL MURPHY	620.94
107625	APPRIVER LLC	685.85	107662	NAPA MAYVILLE	36.00
107626	ARAMARK	290.17	107663	NAPA CENTRAL	492.51
107627	AGASSIZ SEED SUPPLY	216.84	107664	ND ASSOCIATION OF COUNTIES	150.00
107628	BERGSTROM ELECTRIC INC.	14,367.00	107665	ND 911 ASSOCIATION JILL BR	200.00
107629	BAKER FUNERAL HOME	3,500.00	107666	NDEMA	50.00
107630	BUXTON FARMERS UNION	25,520.77	107667	ND 24 7 ATTORNEY GENERAL	310.00
107631	ND BLUE CROSS SHIELD BILLING	6,534.70	107668	NORTHERN ENGINE AND SUPPLY	1,052.40
107632	MHD BERTS TRUCK EQUIP	486.68	107669	OK TIRE STORE	647.50
107633	CDW GOVERNMENT	580.49	107670	OLSEN HARDWARE	197.69
107634	DAKOTA HERITAGE BANK	1,920.00	107671	OTTERTAIL POWER COMPANY	72.93
107635	EDGE LINE BORDERS, LLC	3,630.00	107672	PORTLAND FARMERS UNION	2,270.00
107636	EAST CENTRAL REGIONAL WATER	301.61	107673	PAULS HOMETOWN REPAIR	324.19
107637	FARGO FORKS FREIGHTLINER	416.78	107674	JASON POHLKAMP	113.00
107638	FINLEY FARMERS GRAND AND EL.	198.87	107675	CHICAGO POWER PLAN	2,578.54
107639	FM REALTORS	365.00	107676	RECORD KEEPERS INC	17.50
107640	GREAT AMERICA LEASING	234.00	107677	RESERVE ACCOUNT 50262476	4,066.46
107641	GF CO CORRECTIONAL CENTER	100.00	107678	RAMKOTA HOTEL CONFERENCE CEN	770.40
107642	GRAND FORKS WELDING	126.11	107679	REALTOR MULTIPLE LISTING SERVI	830.00
107643	GT TREE SERVICE AND LAWN	10,680.00	107680	REMARK TECH CONSULTING	1,900.00
107644	GLENDA HAUGEN	319.37	107681	SEATOL	2,000.00
107645	HILLSBORO BODY SHOP	236.75	107682	THE SIDWELL COMPANY	840.00
107646	HATTON COOP OIL CO	274.67	107683	SORUM OIL COMPANY	21,556.09
107647	HILLSBORO LUMBER	28.28	107684	CHARLES STOCK	963.93
107648	HILLSBORO MUNICIPAL UTILITIES	2,212.55	107685	TYLER TECHNOLOGIES INC	51,826.80
107649	STEPHEN HUNT	322.82	107686	WALSH COUNTY SHERIFFS OFFICE	1,520.00
107650	INFORMATION TECHNOLOGY	4,969.79	107687	WOLD JOHNSON P.C.	3,610.00
107651	JOHN DEERE CREDIT	57.54	107688	WALKERS LAWNCARE LLC	2,884.80
107652	KLJ ENGINEERING LLC	55,987.52	107689	WRIGHT IMPLEMENT	214.95
107653	KOTACO FUELS	1,493.99	107690	WALLWORK TRUCK CENTER	163.83
107654	LAWSON PRODUCTS	804.18	107691	JPMORGAN CHASE BANK NA	30,505.78
107655	LITTLE FALLS MACHINE INC	2,421.74	107692	NDPERS INSURANCE	2,278.74

There being no further business to be brought before the board, the meeting was adjourned at 9:22 a.m. to meet again in regular session on November 21, 2023, at 8:00 a.m.

Attest:

Glenda Haugen, Auditor General

Larry Young, Chairman