

Proceedings Of The Board Of County Commissioners

PROCEEDINGS OF THE MOUNTRAIL COUNTY COMMISSIONERS

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, July 7, 2026 at 9:00 A.M. in the Emergency/Community Room, Mountrail County Courthouse, Stanley ND with Commissioners Trudy Ruland, Wayne Olson, John DeGroot, Joan Hollekim and Jason Rice present. State's Attorney, Wade Enget was present.

Chairman Ruland called the meeting to order. The Pledge of Allegiance was recited.

2. BUSINESS

A. AGENDA

Moved by Comm. Olson, seconded by Comm. DeGroot, to review and approve the agenda as corrected. Upon roll call, all present voted yes. Motion carried.

B. MINUTES

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve the minutes of the June 16, 2026 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the special minutes of the June 18, 2026 meeting as corrected. Upon roll call, all present voted yes. Motion carried.

C. FEES

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the May fees for Corrections. Upon roll call, Olson, Hollekim, Ruland, DeGroot and Rice voted yes. Motion carried.

D. PAYROLL

Moved by Comm. DeGroot, seconded by Comm. Olson, to approve the Regular Full-time Employee Classification for Maria Bahamonde as a Dispatcher with the Sheriff in the amount of \$25.75 per hour/\$53,560 per year. Upon roll call, Ruland, Rice, Olson, Hollekim and DeGroot voted yes. Motion carried.

Moved by Comm. Rice, seconded by Comm. Hollekim, to approve the Employee Assistance Loan Agreement for Commercial Driver's License Program (CDL) between the County and Tazech Neer. Upon

roll call, DeGroot, Ruland, Rice, Olson and Hollekim voted yes. Motion carried.

E. MEMORIAL BUILDING PARKING

Wade Enget, State's Attorney & Corey Bristol, Sheriff updated the board on the current meetings held with the City of Stanley on the parking on the north side of the building. The Stanley City Council is considering options for having a designated parking zone for the fire department, veterans, handicap, etc. and does not want the parking in front of the Memorial Building used by County employees. State's Attorney Enget stated the best solution would be to allow the parking of the Human Service Zone company vehicles at the courthouse to free up the parking around the Memorial Building. More discussion will be held in the upcoming meetings.

F. TRANSFER

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the transfer for the 2026 Workers Compensation from R&B Fund in the amount of \$42,328.24; County Parks Fund in the amount of \$1,209.14; Weed Control Fund in the amount of \$3,451.30 to the General Fund totaling \$46,988.68. Upon roll call, Hollekim, Rice, Olson, DeGroot and Ruland voted yes. Motion carried.

G. STOP PAYMENT

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the stop payment and reissue of check #121484 dated 4-7-2026 to ODP in the amount of \$852.60. Upon roll call, Olson, Rice, DeGroot, Ruland and Hollekim voted yes. Motion carried.

H. ROAD MILEAGE CERTIFICATION

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the amended County Township Road Mileage Certification to the Office of State Treasurer. Upon roll call, Hollekim, Olson, DeGroot, Ruland and Rice voted yes. Motion carried.

I. MINOT PUBLIC LIBRARY

A letter was received from the Minot Public Library concerning free library cards and due to budget constraints adding a small fee to library cards outside of

Ward County. The Minot Public Library is presenting the opportunity to enter into a Joint Powers Agreement. Stephanie A. Pappa, Auditor did discuss an email with Kerriane Boetcher, Ward County Public Library Director stating that the discussion is still in the works for the combining of the Ward County Library and Minot Library. State's Attorney Enget doesn't think it's a good idea to enter into an agreement with two different libraries. Comm. Hollekim requested the ballot question that was approved by the voters on whether it's just for the bookmobile or how the wording was stated when passed by the voters. More discussion will be held in the upcoming meetings.

J. AGREEMENT

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the signing of the Joint Powers Agreement with Ward County from July 1st, 2026 to June 30, 2027 for juvenile housing at the cost of \$350 per day. Upon roll call, DeGroot, Ruland, Rice, Hollekim and Olson voted yes. Motion carried.

K. BILLS

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the bills totaling \$1,041,501.62 & June 7 through June 20 payroll, checks #20243-20247 and direct deposits #1-190 totaling \$630,463.56. Upon roll call, Olson, Rice, Hollekim, DeGroot and Ruland voted yes. Motion carried. (A complete list of bills is posted on a regular basis on the Mountrail County website @ www.co.mountrail.nd.us under the County Commissioner heading and/or are available for review in the Auditor's Office during normal business hours).

3. APPOINTMENTS SCHEDULED 9:15 A.M.

Madison Rodgers, Clerk of Court requested upgrades to the court room with numbering on the pews for Courtroom #2 and an office hours sign for the door.

Moved by Comm. Olson, seconded by Comm. DeGroot, to approve the purchase of numbering signs for the pews for Courtroom #2 and office hours sign for the door. Upon roll call, Rice, Olson, Hollekim, DeGroot and Ruland voted yes. Motion carried.

ried.

9:20 A.M.

Kim Savage, Tax Director discussed closing of the office for the Assessing Conference taking place on August 10th to the 13th.

Moved by Comm. Hollekim, seconded by Comm. Rice, to approve the closing of the office for the Assessing Conference being held on August 10th to the morning of the 14th. Upon roll call, DeGroot, Ruland, Rice, Olson and Hollekim voted yes. Motion carried.

9:30 A.M.

Melissa Vachal, P&Z Administrator discussed the public hearing for the City of Ross to transfer of the P&Z powers and functions to the County. Also present were Julie Woodbury & Celeste Moody with the City of Ross.

Moved by Comm. Hollekim, seconded by Comm. Olson, to approve the signing of the Agreement for Transfer of Planning & Zoning Powers and Functions with the City of Ross and Mountrail County. Upon roll call, Ruland, Hollekim, DeGroot, Rice and Olson voted yes. Motion carried.

9:45 A.M.

Jackie Rudolph, BBH Insurance Agent presented the insurance renewal for 2026-2027 year.

10:00 A.M.

Randi Schumaier, Human Resource Generalist met with the board with the Human Resource Advisory Committee (HRAC) recommendations.

Moved by Comm. Rice, seconded by Comm. DeGroot, to approve the changes to the Mountrail County Employee Policy #303 Annual Leave as recommended by the Human Resource Advisory Committee (HRAC). Upon roll call, Hollekim, Ruland, Rice, Olson and DeGroot voted yes. Motion carried.

More discussion will take place with the proposed Mountrail County Employee Policy #524 Pets at Work.

10:15 A.M.

Wade Enget, State's Attorney along with Randi Schumaier, Human Resource Generalist and Dawn Ritts, Van Hook

Manager discussed the social media posting/policy. Manager Van Hook Ritts stated she thinks this is very important to be able to promote the kids.

Moved by Comm. DeGroot, seconded by Comm. Rice, to approve the changes to the Mountrail County Employee Policy #206 Social Media Networking Policy and have a Media Release Consent Form for anyone under the age of 18. Upon roll call, Rice, Olson, Ruland, Hollekim and DeGroot voted yes. Motion carried.

10:25 A.M.

Jana Hennessy, Road & Bridge (R&B) Engineer met to discuss Road & Bridge along with Jon Skjoldal with HDR Engineering.

1. HOWIE TOWNSHIP

A letter was received from Howie Township requesting the County to relinquish the jurisdiction of one mile of 30th St a shared section line with Howie Township specifically the right of way located in Section 1, Township 150 North, Range 92 (Unorganized Township). Shelly Ventsch with Howie Township was also present to discuss the road.

Moved by Comm. Hollekim, seconded by Comm. DeGroot, to approve relinquishing the jurisdiction of the one mile of 30th St of the section line on the right of way located in Section 1 & 36 Township 150 North, Range 92 (Unorganized Township) to Howie Township. Upon roll call, Olson, Rice, DeGroot, Hollekim and Ruland voted yes. Motion carried.

If funding is needed for the gravel Howie Township will come back with recommendations.

2. FRED EVANS

Engineer Hennessy presented an email from Fred Evans concerning improving the approach on the North side of CR10, one mile west of ND 8 and is requesting to use the material from the County right of way for better visibility to the east. Fred Evans stated he had a quote from Trotters Construction concerning the removal and upgrading the approach. State's Attorney Enget had concerns of who is responsible to manage the 3:1 side slopes and whether the 1,500 cubic yards of soil being removed

from the County right of way is being paid for or donated. The board is in agreement of allowing improvements to the approach provided concerns are addressed first. Engineer Hennessy will bring back a checklist for the board.

3. WHITE EARTH BAY LOTS 12 & 13

Engineer Hennessy presented an email requesting to modify the approach to Lot 12 at White Earth Bay. Engineer Hennessy stated there was a very limited right of way easements. The request was to build up and repave the approach. The board agreed that the upgrade is fine at the lot-holders expense.

4. PROJECT 10(51)23/10(51)23 & 11(67)23

Moved by Comm. DeGroot, seconded by Comm. Hollekim, to approve the change order #2 with Martin Construction with a decrease of \$351,543.11 for Project 10(51)23/10(51)23 & 11(67)23. Upon roll call, Hollekim, Ruland, Rice, DeGroot and Olson voted yes. Motion carried.

5. MOWING NOTICE

Moved by Comm. Hollekim, seconded by Comm. Rice, to advertise for the fall mowing deadlines to mow prior to Friday, July 24, 2026. Upon roll call, all present voted yes. Motion carried.

6. MISCELLANEOUS

Comm. Olson & Comm. Rice brought up maintenance concerns on the Parshall Bay Road near the east boat ramp. Engineer Hennessy stated that is a park road not under a county maintenance contract but is maintained by the County once a year.

4. PUBLIC COMMENT

No one had any comments.

5. ADJOURN

The Board adjourned at 12:01 P.M. to meet in regular session on Tuesday, July 21, 2026 at 9:00 A.M. Accepted and approved this 21st day of July, 2026.

Trudy Ruland, Chairman

Mountrail County Commissioner

Stephanie A. Pappa
Mountrail County Auditor