

**OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS
MCKENZIE COUNTY, NORTH DAKOTA**

January 7, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on January 7, 2020. Present: Commissioners Tom McCabe, Howdy Lawlar, Kathy Skarda, Doug Nordby, and Gene Veeder, Auditor/Treasurer Johnsrud, and State's Attorney Skarda. Chairman McCabe called the meeting to order at 9:00 a.m.

Moved by Skarda, seconded by Nordby, to approve the December 2019 Minutes as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to approve the bills as presented with the exception of vendor 2472 C. Huus for clarification. All voting aye, motion carried.

Moved by Nordby, seconded by Veeder, to approve the Commission Consent Agenda Items 1-8. All voting aye, motion carried. Items approved: 1. Set Hearing date for Abatement 4202 & 4205-4209 – January 21, 2020, at 2pm; 2. JDA Board Member Appointments – Dale Patten, Aaron Weber, Gene Veeder, Doug Nordby; 3. Gaming Site Authorization – Sweet Crude Travel Center; 4. Special Alcohol Permit – Long X – Birthday Party at Grassy Butte Hall; 5. Budget Amendment to 2020 IT Budget for CalAmp Vehicle Tracking Invoice (\$135,000); 6. Out of State Travel Request – K. Jappe – January 21-22, 2020 – Sioux Falls, SD; 7. Signature Authority – MCSO Project Safe Neighborhoods (PSN) Grant Award; 8. Signature Authority – Alexander School District – MCSO School Resource Officer.

A brief discussion was held on upcoming NDIC/PSC/NDDOH hearings, including those for salt water disposals.

HR Director Weber discussed with the Board the Fleet Manager position. Public Works would like to hire a candidate at a D61 Step 8 (\$94,048/year). Board direction was to offer the position at a Step 5 and not to counteroffer to the candidate.

Weber discussed with the Board the Right of Way Agenda job description and Gallagher review. Gallagher placed the job as a B25 but stated it could be a C band position with additional project manager duties. Weber asked for direction on pursuing the hiring of an internal employee or to stay with a contract ROW agenda as is currently being done. The Board requested regular updates from the ROW agent on project moving forward. Moved by Veeder, seconded by Nordby, to reevaluation the hiring of an internal ROW agent in one year and to continue with the contract position until that time. Roll call vote: Skarda, nay; Nordby, aye; McCabe, aye; Lawlar, nay; Veeder, aye. With 3 votes aye and 2 votes nay, motion carried.

Moved by Nordby, seconded by Skarda, to approve moving Cindy Mecham, Planning & Zoning Administrative Assistant, from an A12 position to a B21 Step 1 effective January 19, 2020. All voting aye, motion carried.

Moved by Veeder, seconded by Lawlar, to reclassify Jeff Shaffer, McKenzie County Water Resource District Manager, from a D62 to a D63 Step 10 effective January 19, 2020. All voting aye, motion carried.

Weber presented information on the standby pay policy for Sheriff's Office detectives and reported the policy is tied to the value of a C51 DMB Step 1. Weber reported the pay calculation sheet had not been calculated to reflect the wage increases of September 2019 and January 2020. Moved by Skarda, seconded by Lawlar, to approve the standby pay increase and back pay for the three Sheriff's Office detectives and to review the policy to prevent future oversight. Lawlar requested HR to update the policy and come back to the next meeting with a revised form and policy for Board approval. All voting aye, motion carried.

Skarda requested a review of overtime costs for all departments. Skarda also requested the HR Department to review efficiencies within departments on ways to lower overtime if needed. Auditor/Treasurer Johnsrud will work to provide the overtime report to the Board as requested.

Moved by Lawlar, seconded by Veeder, to approve the Buildings & Grounds request to trade in the toolcat used at the Law Enforcement Center for a cost of \$16,000. All voting aye, motion carried.

Emergency Manager Jappe and Sheriff Johansen requested approval to begin writing a grant for two additional truck enforcement officers. The Board consensus was to support the writing of the grant and for the grant proposal to come back to the Board on January 21 for approval and signature authority of the chairman.

Keith Winter, McKenzie County Grazing Association, requested assistance from the County to purchase a vehicle for weed control. State's Attorney Skarda recommended drawing up a joint powers agreement between the County and the Grazing Association to transfer the funds for the vehicle purchase. Moved by Skarda, seconded by Veeder, to draft a joint powers agreement with the Grazing Association to transfer these funds. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to award the belly dump trailer bid to Westlie Truck Center for two trailers at a total cost of \$72,000, with two trade-ins. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to award the mowing tractor bid to Border Plains for \$128,300 with trade-in. All voting aye, motion carried.

Moved by Lawlar, seconded by Skarda, to award the pup trailer bid to Westlie Truck Center for two trailers at a total cost of \$78,716. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to award the semi tractor bid to Nelson International for the purchase of 3 semi tractors with two trade-ins at a total cost of \$262,000. All voting aye, motion carried.

Moved by Lawlar, seconded by Nordby, to award the bid for one new water truck to Nelson International for \$149,379 with trade-in. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to approve the replacement of one pickup with a pickup from Sax Motors at a total cost of \$33,272. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to approve the replacement of one pickup with a pickup from Kupper Chevrolet at a total cost of \$28,062. All voting aye, motion carried.

Craig Hystad and Darrell Hystad discussed with the Board a road being built on private land for which the County Road Department has been involved. Permitting Specialist Pickering stated that this road, even though on private land, would become a public road as a third party contractor is being used and there is no controlled access. State's Attorney Skarda was asked to work on this issue. SA Skarda requested an indemnity agreement with the landowner to waive the County's liability for this road. The Board consensus was to let Savannah, the contractor, proceed with the project to finish it and then work to get an indemnity agreement put in place.

Kelly Norby approached the Board regarding a road issue south of Johnson Corners for a road that was built by ConocoPhillips on private land, not a section line, many years ago. Norby stated he is working with a company to put a disposal off of this road and that county employees are stating this is a public road and that the approach is less than 500 feet from the site. Norby stated this is not a public road. Veeder stated he always believed this was a lease road or private road. The company building the disposal, KT Enterprises, has a hearing with NDIC for their project and needs guidance on if it is a public road or not so he can obtain permits if needed. Board consensus was this is private road and no permit is needed. Moved by Veeder, seconded by Skarda, to waive the permit requirement for access to the disposal well at this site for KT Enterprises. All voting aye, motion carried.

McCabe reported that the bores for the potential fairgrounds sites had been completed and the Fair Board, along with the State's Attorney, were looking at ways to evaluate the properties. More information will be presented at the January 21 Board meeting.

Discussion was held on the 2020 requested additional full time employee, administrative assistant, in the Emergency Management department. The Board requested HR Director to meet with both Jappe and Samuelson and provide the Board with an independent evaluation of the job duties for each position/employee and to come back to the Board with a recommendation on how to move forward.

The Board discussed the former County Shop and Weed Shop properties within the City of Watford City. Questions were asked about using a portion of the County Shop property for an expansion of the MCSO Impound Lot. Board consensus was for Orrin Moe, owner of the storage shed previously owned by Soil Conservation, to move the building off of the Shop property by July 1, 2020. The Board stated private persons could work with County employees if they want to have property privately appraised.

Moved by Veeder, seconded by Skarda, to approve the Jamieson Natural Resources Lease and Rider as presented and authorize the chairman to sign. All voting aye, motion carried.

Moved by Nordby, seconded by Veeder, to approve the exception to the 30 day deadline for enrollment of an infant to the employee's AFLAC policies. All voting aye, motion carried.

Chairman McCabe asked for a motion to close the meeting and enter into Executive Session for attorney consultation on M. Ficken Litigation pursuant to NDCC § 44-04-19.1. Moved by Skarda, seconded by Nordby, to enter into Executive Session for attorney consultation. Roll call vote: Skarda, aye; Nordby, aye; McCabe, aye; Veeder; aye; Lawlar, aye. Motion carried.

Executive Session began at 11:19 a.m. and was attended by Commissioners Lawlar, McCabe, Nordby, Skarda, and Veeder; State's Attorney Skarda, Auditor/Treasurer Johnsrud, HR Director Weber, Sheriff Johansen, and Special Assistant State's Attorney Scott Porsborg (by phone).

Executive Session was adjourned at 11:29 a.m. The public was invited to return to the meeting room and the meeting returned to open session.

Moved by Veeder, seconded by Skarda, for counsel to follow the decision made by Sheriff Johansen on the M. Ficken litigation. All voting aye, motion carried.

Chairman McCabe asked for a motion to close the meeting and enter into Executive Session for attorney consultation on N. Dahl Litigation pursuant to NDCC § 44-04-19.1. Moved by Lawlar, seconded by Nordby, to enter into Executive Session for

attorney consultation. Roll call vote: Skarda, aye; Nordby, aye; McCabe, aye; Veeder; aye; Lawlar, aye. Motion carried.

Executive Session began at 11:32 a.m. and was attended by Commissioners Lawlar, McCabe, Nordby, Skarda, and Veeder; State's Attorney Skarda, Auditor/Treasurer Johnsrud, and Special Assistant State's Attorney Scott Porsborg (by phone).

Executive Session was adjourned at 11:43 a.m. The public was invited to return to the meeting room and the meeting returned to open session.

Moved by Veeder, seconded by Lawlar, for counsel to follow the recommendation and advice of counsel on the N. Dahl litigation. All voting aye, motion carried.

Chairman McCabe asked for a motion to close the meeting and enter into Executive Session for attorney consultation on M. Schmitz BCBS Litigation pursuant to NDCC § 44-04-19.1. Moved by Skarda, seconded by Veeder, to enter into Executive Session for attorney consultation. Roll call vote: Skarda, aye; Nordby, aye; McCabe, aye; Veeder; aye; Lawlar, aye. Motion carried.

Executive Session began at 11:47 a.m. and was attended by Commissioners Lawlar, McCabe, Nordby, Skarda, and Veeder; State's Attorney Skarda, and Auditor/Treasurer Johnsrud.

Executive Session was adjourned at 11:53 a.m. The public was invited to return to the meeting room and the meeting returned to open session.

Moved by Veeder, seconded by Skarda, for counsel to follow the recommendation and advice of counsel on the M. Schmitz BCBS litigation. All voting aye, motion carried.

Chairman McCabe asked for a motion to close the meeting and enter into Executive Session for attorney consultation on North Star Logistics LLC Litigation pursuant to NDCC § 44-04-19.1. Moved by Skarda, seconded by Lawlar, to enter into Executive Session for attorney consultation. Roll call vote: Skarda, aye; Nordby, aye; McCabe, aye; Veeder; aye; Lawlar, aye. Motion carried.

Executive Session began at 11:57 a.m. and was attended by Commissioners Lawlar, McCabe, Nordby, Skarda, and Veeder; State's Attorney Skarda, and Auditor/Treasurer Johnsrud.

Executive Session was adjourned at 12:00 p.m. The public was invited to return to the meeting room and the meeting returned to open session.

Moved by Veeder, seconded by Nordby, for counsel to follow the recommendation and advice of counsel on the North Star Logistics LLC litigation. All voting aye, motion carried.

The meeting recessed at 12:03 p.m. until January 21, 2020, at 1:00 p.m.

January 21, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on January 21, 2020. Present: Commissioners Doug Nordby, Howdy Lawlar, Tom McCabe, and Kathy Skarda. Absent: Commissioner Gene Veeder. Also present Auditor/Treasurer Johnsrud and State's Attorney Skarda. Chairman McCabe called the meeting to order at 1:00 p.m.

Moved by Skarda, seconded by Nordby, to approve the bills as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to approve the Treasurer's Report for the period ending December 31, 2019, as presented. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to approve the Commission Consent Agenda Items 1 through 4 as presented. All voting aye, motion carried. Items approved: 1. Set Hearing Date for Abatement Applications 4201 & 4210 – February 4, 2020 at 10:00am; 2. Sick Leave Donation Request – K. Gross; 3. Signature Authority of Chair – JPA with McKenzie County Grazing Association; 4. Signature Authority of Chair – Sidwell Contract for GIS Services.

Moved by Skarda, seconded by Lawlar, to remove Planning & Zoning Consent Agenda Item 2 from the consent agenda for discussion. All voting aye, motion carried. Item 2: McKenzie County #007-19ZC.

Moved by Nordby, seconded by Skarda, to approve Planning & Zoning Consent Agenda Items 1 and 3 as presented. All voting aye, motion carried. Item 1: Derek Gohr #032-19VAR. Item 3: Bloom Properties Reclamation.

Planning & Zoning Director Huus discussed Consent Item 2: McKenzie County #007-19ZC and stated that the original intent of the land was to be zoned R1, but was zoned as Ag in the zoning ordinance, and that this was to correct the zoning back to R1.

Moved by Skarda, seconded by Lawlar, to table Consent Item 2: McKenzie County #007-19ZC and place it back before the Planning & Zoning Board to review. All voting aye, motion carried.

There was nothing to report on upcoming NDIC, PSC, or NDDOH hearings.

Alan Ibach, Armor Interactive, presented the Board with information on additional network security options which also creates an audit trail of what has occurred and allows some additional administrative control. Moved by Nordby, seconded by Skarda, to approve the Network Security package as presented and to include a budget amendment to the 2020 IT budget for the year one cost. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to approve the 2020 General Engineering Services Agreement with Burns & McDonnell for \$180,000 as presented. All voting aye, motion carried.

Tooz Construction provided an update on the new landfill equipment building. The project is moving along well and is on budget and no change orders have been requested to date. McCabe requested the Building Construction Committee meeting. The next meeting will be at 10am on January 29th at the Landfill.

PWD Kanwar and NDDOT Williston District Engineer Wilt discussed the spraying of weeds along highways in McKenzie County and presented a new contract for the service. Discussion was held on the spraying of right of ways on tribal lands and Lawlar requested the County Weed Officer and Board be allowed to review the contract before approval. Moved by Lawlar, seconded by Skarda, to table the agreement with NDDOT for weed spraying to the February 4 meeting. All voting aye, motion carried.

Nordby asked NDDOT Engineer Wilt about weighing loads on highways going through McKenzie County and requested Wilt bring additional information back to the County regarding the Highway Patrol staffing of the weight enforcement officers in the McKenzie County region.

Moved by Nordby, seconded by Skarda, to approve the NDDOT Bridge Inspection Agreement as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to approve the Transfer Agreement #1 Addendum #2 between the City of Watford City and McKenzie County for ETA roads. All voting aye, motion carried.

Discussion was held on the travel voucher submitted for Planning & Zoning Director Huus from Minot to Watford City and back to Minot for inspections at Summit Counseling while Huus was in Minot on vacation. Discussion was held on a one-time special request and also hesitancy over setting a precedent for reimbursing mileage for employees to report to work. Skarda requested a policy be established to address this

type of event moving forward. Moved by Nordby, seconded by McCabe, to approve the C. Huus travel voucher as presented. Roll call vote: Skarda, nay; Nordby, aye; McCabe, aye; Lawlar, nay. With 2 votes aye and 2 votes nay, motion is lost.

Heidi Brenna, ICON, provided an update to the Board on the Fairgrounds Relocation project. Brenna stated the project is moving forward after a wet fall delayed the geotech analysis and that the committee is working on option to purchase contracts from landowners. Moved by Skarda, seconded by Lawlar, to authorize the chairman to sign the Option To Purchase Contracts for four properties being considered for the fairgrounds project and to authorize the Auditor/Treasurer to write four checks, each for \$1,000, to the landowners. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to approve the publishing of the 2020 salaries with the January 2020 minutes. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to Name Marella Schwan, First International Insurance, as the McKenzie County Agent of Record for NDIRF Fire & Tornado policies. All voting aye, motion carried.

Auditor/Treasurer Johnsrud discussed with the Board NDIRF prepared loss reports on the general liability and business auto policies of the County. The Board requested additional information, including department identification, be added to the reports and requested NDIRF Agent Olson to discuss this further with the Board.

Moved by Nordby, seconded by Skarda, to deny Abatement Application 4102 for lack of supporting documentation from the applicant. All voting aye, motion carried.

Moved by Skarda, seconded by Nordby, to approve Abatement Application 4202 as presented. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to approve Abatement Applications 4205 through 4209 as presented. All voting aye, motion carried.

David Tibbels, Fredrickson and Byron Law Firm, was present for the public hearing on abatement application 4103-4189 for Auburn Ridge and Bison Run developments. Tibbels requested to postpone the hearing to allow the Board time to review applicant information that the Board received earlier this day. Moved by Nordby, seconded by Skarda, to postpone the public hearing for Abatement Applications 4103-4189 to February 4, 2020. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to approve the temporary easement with the City of Watford City for work on 14th Ave SE as presented and to authorize the chairman to sign. All voting aye, motion carried.

Moved by Lawlar, seconded by Skarda, to approve the AVI Polycom Support Agreement as presented. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to place the question of levying a senior mill, pursuant to NDCC 57-15-56, on the June 2020 ballot. All voting aye, motion carried.

Tommy Kenville, iSight RVP Services discussed a proposal for drone imaging and assessment of gravel roads following summer weather events. Kenville requested \$100,000 over two years to start in 2020. The drones would provide information to County Officials regarding when roads can be reopened and possibly on gravel measurements on the road. The long term intent of the project is for information to be included in the LoadPass system. Moved by Nordby, seconded by Lawlar, to engage in a contract with iSight RVP Services for this two year project totaling \$100,000. All voting aye, motion carried.

Moved by Skarda, seconded by Nordby, to renew the employee assistance program contract with The Village for three years at a cost of \$7,200 per year and \$30 per employee. All voting aye, motion carried.

HR Director Weber requested to reform the County Handbook Committee to review policies and add policies that have been added since the last revision. Board consensus was for Weber to reform the committee with a mix of employee types and statuses. Commissioner Skarda volunteered to serve on the committee.

Moved by Skarda, seconded by Lawlar, to approve the revised Sheriff's Office Standby Pay Policy as presented by HR Director Weber. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to approve the Mandaree School Resource Officer Agreement for \$4,000 as presented by Sheriff Johansen. All voting aye, motion carried.

Sheriff Johansen requested a step increase outside of County policy for 24/7 Deputy Beyers after the Board's motion at the January 7, 2020, meeting to reclassify this position to a B24 if the deputy has completed training at the academy. Johansen stated Beyers has been a sworn deputy for the last 1.5 years and requested to move Beyers to a B24 Step 3. HR Director Weber stated he recommended the Sheriff bring this to the Board as the request was outside of the policy. Weber recommended B24 Step 2, which is a 7% increase over the current wage and stays within the policy range of 3 to 8%. The Board consensus was to continue to practice of making effective dates the next pay period start date. Moved by Nordby, seconded by Lawlar, to place Deputy Beyers as a B24 Step 2 effective February 2, 2020. All voting aye, motion carried.

Sheriff Johansen requested the ability to advertise and hire eight additional full-time employees (4 patrol deputies, 2 corporals, 1 truck enforcement deputy, and 1

civil/transport deputy) immediately and to include a budget amendment of \$1.58M. Nordby requested additional statistics from 2015 to current of calls for service, to fill all vacant positions filled before authorizing new employees and to reevaluate the statistics after the positions are filled, and that he was no in support of additional management, but wanted more deputies out on the roads. McCabe stated his desire to see all open positions filled before new positions are added. Johansen stated that there are applicants now going through the employment process which would fill all vacant positions. Discussion was held on the training time for new hires once they are hired and Lt. Matthews-Kasner stated the field training time can take 4-10 months depending on whether the deputy is licensed or not at the time of hire. Lawlar stated he would perhaps agree to hiring of 2 patrol deputies and the 1 truck enforcement deputy, but that he would also like to see the statistics before any other positions are authorized. The Board requested Sheriff Johansen work to put together the statistics requested, including civil work, and to bring that back to the Board for additional discussion.

Moved by Lawlar, seconded by Skarda, to approve the purchase of the following vehicles for the Sheriff's Office, which are all included in the 2020 budget: 1 Ford F250, 2 Ford Interceptors, and 1 Dodge Grand Caravan, with trade-in of two 2014 Tahoes. Matthews-Kasner stated one older truck enforcement pickup would be repurposed for Search and Rescue. All voting aye, motion carried.

Emergency Manager Jappe and Truck Enforcement Sgt Carlson discussed the grant they are writing for two truck enforcement officers and equipment. Jappe stated she was waiting for additional letters of support before finalizing the application. Moved by Nordby, seconded by Skarda, to authorize the chairman to sign the grant application following review by State's Attorney Skarda. All voting aye, motion carried.

Assistant Engineer Mohammed discussed the extension of County Route 55 to County Route 2, to include 1 mile of payment from the junction of ND1806 and CR55 to 104th Ave and CR2. Skarda stated Elm Tree Township contacted her on this topic and requested the County discuss with the township the plan for this road segment at their March 17 meeting at the Beau Wisness Home at 1:00p.m.

Moved by Skarda, seconded by Nordby, to table the 2020 Right of Way Agent Service Contract to allow time for the Board to review. All voting aye, motion carried.

Road & Bridge Clerk Romero discussed with the Board a clarification to the dust control request and charge policy regarding private driveways/roadways and businesses. Board consensus was to allow the Mag Foremen to have the discretion to visit with and provide dust control to private individuals and businesses on the application request and to charge \$8,100 per mile for businesses and \$800 per mile to individuals, including payment in advance.

Moved by Nordby, seconded by Skarda, to sell 100 pieces of scrap pipe to Dunn County for \$9.00 each as presented by Road Superintendent Glover. All voting aye, motion carried.

HR Director Weber reported he had discussions with Emergency Manager Jappe and Risk Manager/Veterans Service Officer Samuelson and would bring back his findings to the next meeting regarding their job duties.

Moved by Nordby, seconded by Skarda, to grant special consideration to allow D. Rothang to terminate all policies with AFLAC following a life changing event. All voting aye, motion carried.

The Board authorized Chairman McCabe to attend an upcoming Alexander Planning & Zoning meeting to discuss zoning of a proposed location for a new shop in Alexander.

The meeting adjourned at 4:07 p.m. until February 4, 2020, at 9:00 a.m.

Erica Johnsrud, Auditor/Treasurer

Thomas McCabe, Chairman

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Amount</u>
43305	ARNEGARD RURAL FIRE PROTECTION DIST.	25,000.00
43306	MCKENZIE CO. ATMOSPHERIC RES.	120,000.00
43307	MCKENZIE CO. FIRE PROT. DIST.	80,000.00
43308	MCKENZIE COUNTY FAIR	75,000.00
43309	WATFORD CITY MUNICIPAL AIRPORT	50,000.00
43310	WILLISTON VECTOR CONTROL DIST.	50,000.00
43311	YELLOWSTONE TWP.	100,000.00
43520	ALEXANDER PARK DISTRICT	3,191.76
43521	ALEXANDER RURAL FIRE DISTRICT	12,104.20
43522	ALEXANDER SCHOOL DIST. #2	208,879.62
43523	ALEXANDER TWP.	10,167.86
43524	ANTELOPE CR. TWP.	5,450.18
43525	ARNEGARD PARK DISTRICT	3,800.60
43526	ARNEGARD RURAL FIRE PROTECTION DIST.	7,861.28
43527	ARNEGARD TWP.	18,841.94
43528	ARNEGARD/CITY OF	8,104.28
43529	BLUE BUTTES TWP.	10,170.74
43530	CHARBON TWP.	11,894.03
43531	EARL SCHOOL DIST. #18	2,714.81
43532	ELM TREE TWP.	16,668.84
43533	GRAIL TWP.	5,166.48

43534	GRASSY BUTTE FIRE DISTRICT	5,792.32
43535	HAWKEYE TWP.	8,373.86
43536	HORSE CREEK RURAL FIRE DIST.	507.87
43537	HORSE CREEK SCHOOL DIST. #32	7,315.49
43538	KEENE TWP.	13,891.51
43539	MANDAREE SCHOOL DIST. #36	180.27
43540	MCKENZIE CO. FIRE PROT. DIST.	42,100.38
43541	MCKENZIE CO. HISTORICAL SOCIETY	4,223.19
43542	MCKENZIE CO. SD#1	1,124,532.12
43543	MCKENZIE SOIL CONS. DIST.	40,081.32
43544	ND STATE TREASURER	33,119.14
43545	NEW TOWN PUBLIC SCHOOL DIST.	37,293.17
43546	NEW TOWN RURAL AMBULANCE DIST.	957.42
43547	NEW TOWN RURAL FIRE DEPT.	957.42
43548	RANDOLPH TWP.	3,777.85
43549	RIVERVIEW TWP.	21,498.29
43550	SIOUX IRRIGATION DISTRICT	4,358.77
43551	SIOUX TWP.	10,865.28
43552	SIOUX-YELLOWSTONE RURAL FIRE DIST.	4,048.90
43553	TRI TWP	19,390.28
43554	TWIN VALLEY TWP.	43,429.66
43555	UPPER MISSOURI DIST. HEALTH UNIT	16,536.92
43556	WATFORD CITY MUNICIPAL AIRPORT	11,647.08
43557	WATFORD CITY PARK DISTRICT	176,232.57
43558	WATFORD CITY/CITY OF	747,815.95
43559	WILLISTON FIRE PROTECTION DISTRICT	1,702.64
43560	WILLISTON VECTOR CONTROL DIST.	12.80
43561	YELLOWSTONE PUMPING IRRIG. DISTRICT	4,766.09
43562	YELLOWSTONE SCHOOL DISTRICT #14	50,603.37
43563	YELLOWSTONE TWP.	27,095.03
43564	WATFORD CITY/CITY OF	13,976.14
228991	ACCUSOURCE INC.	541.90
228992	ACME TOOLS	12.27
228993	ADVANCED BUSINESS METHODS	2,096.39
228994	ALEXANDER FIRST RESPONDERS	5,000.00
228995	AMERICAN WELDING & GAS	463.54
228996	ASCENDUM MACHINERY, INC	986.32
228997	AUTO VALUE	348.54
228998	BADLANDS HARDWARE	934.33
228999	BADLANDS OCCUPATIONAL TESTING SERVICES	1,766.00
229000	BALCO UNIFORM COMPANY, INC.	627.39
229001	BECKER/BARBARA J.	500.00
229002	BIG BUTTE SERVICES	8,076.92
229003	BIG HORN TIRE, INC	1,280.00
229004	BLUE BUTTE AGGREGATES	4,361.46
229005	BOB BARKER COMPANY INC	239.09
229006	BOGUE/KAYLEY J	38.00
229007	BOSS OFFICE & COMPUTER PRODUCTS	6,396.21
229008	BRADY'S ROADSIDE SERVICE	275.00

229009	BROSZ ENGINEERING, INC.	55,950.94
229010	BURNS & MCDONNELL	50,146.93
229011	C.E. BROOKS & ASSOCIATES,P.C.	34,834.16
229012	C.E. BROOKS & ASSOCIATES,P.C.	2,040.50
229013	C&D WATER SERVICES	100.00
229014	CALAMP WIRELESS NETWORKS CORPORATION	134,550.40
229015	CARTWRIGHT WELDING SERVICE, INC.	160.00
229016	CENTRAL SPECIALTIES INC.	22,600.62
229017	CHARLIE'S SERVICE, LLC	86.73
229018	CLOCK/LLOYD	156.00
229019	COLLABORATIVE SUMMER LIBRARY PROGRAM	72.50
229020	COLONIAL RESEARCH CHEMICAL CORP.	1,343.76
229021	COMFORT SUITES	84.60
229022	CPS TECHNOLOGY SOLUTIONS	1,500.00
229023	CUSTOM GRAPHICS, INC.	1,565.00
229024	DASH MEDICAL GLOVES	862.80
229025	DEANS DISTRIBUTING	2,692.28
229026	DEMCO	333.89
229027	DMC WEAR PARTS LLC	12,130.82
229028	DONE RIGHT THE FIRST TIME	2,307.00
229029	DTE,INC.	10,242.34
229030	ECOLAB PEST ELIMINATION DIV.	477.00
229031	ELECTRO WATCHMAN, INC	868.00
229032	FAIRFIELD INN & SUITES	172.80
229033	FAMILY BRIDGES VISITATION & EXCHANGE	55,000.00
229034	FASTENAL COMPANY	12,223.76
229035	FIRST INTERNATIONAL BANK & TRUST	3,492.93
229036	FULKERSON FUNERAL HOME	1,600.53
229037	GRANITE SPRINGS WATER & ICE, INC.	30.00
229038	HANCOCK CONCRETE PRODUCTS LLC	5,016.00
229039	HAUGOM WINDOW COVERINGS	2,232.00
229040	HEGGEN EQUIPMENT CO.	3,316.82
229041	HOME OF ECONOMY	126.02
229042	HORIZON RESOURCES	29.99
229043	IBS, INC	2,700.55
229044	INTERNATIONAL CODE COUNCIL	1,488.17
229045	INTOXIMETERS	180.00
229046	JOHN HUTTER TOWING	562.50
229047	JOHNSON & SUNDEEN	275.00
229048	JOHNSRUD/ERICA	7.85
229049	KADRMAS, LEE AND JACKSON, INC.	31,581.85
229050	KILLDEER AREA AMBULANCE	50,000.00
229051	KITAGAWA/BENJI KURT	2,000.00
229052	KOHLER COMMUNICATIONS, INC.	501.99
229053	KROWN ENERGY GROUP, LLC	1,751.00
229054	L&K ELECTRIC, INC.	165.00
229055	LAQUINTA INN & SUITES	431.74
229056	LARSEN SERVICE DRUG, INC.	601.51
229057	LEGEND AUTO BODY	10,450.84

229058	LEWIS/JAY	13.92
229059	LUND OIL, INC.	6,243.78
229060	MAD BOMBER	1,049.26
229061	MARCO TECHNOLOGIES LLC	510.59
229062	MARTINEZ/EDWARD	212.00
229063	MAYO CONSTRUCTION CO. INC.	5,876.90
229064	MCCABE/THOMAS	425.26
229065	MCKENZIE CO. FARMER	2,722.42
229066	MCKENZIE CO. HERITAGE ASSOCIATION	35,000.00
229067	MCKENZIE CO. JDA % DANIEL STENBERG	20,000.00
229068	MCKENZIE CO. JOB DEVELOPMENT AUTHORITY	3,830,000.00
229069	MCKENZIE CO. MOTOR VEHICLE BRANCH	5.00
229070	MCKENZIE CO. TREASURER	3,350,000.00
229071	MCKENZIE COUNTY HEALTHCARE SYSTEMS	300,000.00
229072	MCNANEY/CHARLES	42.92
229073	MCQUISTION/JUSTIN	33.64
229074	MEDLINE INDUSTRIES, INC	185.48
229075	MERCHANTS BANK EQUIPMENT FINANCE	14,229.90
229076	MID-STATES ORGANIZED CRIME INFORMATION	200.00
229077	NATIONAL EMERGENCY NUMBER ASSN.	142.00
229078	ND ASSN. OF COUNTIES	2,135.40
229079	ND DEPT.OF CORRECTIONS & REHABILITATION	150.00
229080	ND STATE TAX COMMISSIONER	2,770.80
229081	ND STATE UNIVERSITY	490.00
229082	ND WATER & POLLUTION CONTROL CONFERENCE	150.00
229083	NDGS LLC	15.63
229084	NEHRING LAW OFFICE	367.50
229085	NELSON INTERNATIONAL	13,005.18
229086	NORTH DAKOTA GUARANTY & TITLE CO	50,000.00
229088	NORTHERN PUMP & COMPRESSION, INC.	456.60
229089	NORTHWEST PIPE FITTINGS, INC	697.45
229090	NORTHWEST YOUTH ASSESSMENT CENTER	4,689.00
229091	NSC MINERALS, LTD	11,423.47
229092	O K IMPLEMENT CO.	3,671.72
229093	O.K. TIRE STORE, INC	1,484.45
229094	OLSON/DOUG	32.48
229095	PAYSTUBZ	1,416.17
229096	PIONEER MUSEUM	27,500.00
229097	PITNEY BOWES	1,250.67
229098	PRAXAIR	404.67
229099	PRO FORMS	510.33
229100	QUALITY INN BISMARCK	169.20
229101	RADISSON HOTEL - BISMARCK	518.40
229102	RDO EQUIPMENT CO. - FARGO	29,754.37
229103	RIVER AGGREGATES II	360,610.52
229104	ROADWORX, LLC	7,441.16
229105	SAX MOTOR CO	1,886.13
229106	SCHATZ/SHAUN	182.00
229107	SCOFIELD/JESSIE	4,233.00

229108	SJ WATER DEPOT INC.	1,501.50
229109	SJF MATERIAL HANDLING INC	1,933.34
229110	SKARDA/TY	75.00
229111	SMITH, PORSBORG, SCHWEIGERT, ARMSTRONG,	46.60
229112	SRF CONSULTING GROUP, INC	49,567.23
229113	STEIN'S INC.	1,816.18
229114	STREICHER'S	4,907.84
229115	SUMMIT FOOD SERVICE, LLC	5,960.45
229116	THEODORE ROOSEVELT EXPRESSWAY	8,000.00
229117	THOMSON REUTERS-WEST	872.80
229118	TITANIUM PLUMBING	481.42
229119	TRI-CO. REGIONAL DEVELOPMENT COUNCIL	26,000.00
229120	TRIANGLE ELECTRIC, INC.	3,841.33
229121	UNIFORM CENTER	18.98
229122	VERIZON CONNECT FLEET USA LLC	352.00
229123	WATFORD CITY LUMBER	116.55
229124	WATFORD EXPRESS LAUNDRY CENTER	270.64
229125	WESTLIE MOTOR CO.	3,947.82
229126	WILLISTON COUNCIL OF AGING	30,000.00
229127	WIR3D ELECTRIC INC.	15,328.32
229128	YOUNG AT HEART CLUB	13,000.00
229129	ZAMAN/SAQIB	1,504.00
229130-229147	PAYROLL - JANUARY 10,2020	765,953.95
229148	ALEXANDER/CITY OF	11,697.38
229149	GARRISON DIVERSION CONSERVANCY DIST.	20,040.35
229150	L. YELLOWSTONE IRRIG. DIST. #2	284,663.22
229151	MCKENZIE CO. AMBULANCE SERVICE	33,064.30
229152	MOUNTRIAL COUNTY AUDITOR	96,744.56
229153	NORTHERN HEAVY DUTY TRUCK PARTS	1,096.25
229154	YELLOWSTONE SCHOOL DISTRICT #14	16,532.18
229155	ALEXANDER/CITY OF	116.00
229156	ARMSTRONG SANITATION	925.00
229157	CENTURY LINK	179.21
229158	CONSOLIDATED TELCOM	48.95
229159	INFORMATION TECHNOLOGY DEPT.	6,068.25
229160	MCKENZIE COUNTY RURAL WATER	210.77
229161	MCKENZIE ELECTRIC CO-OP INC.	8,405.74
229162	MONTANA DAKOTA UTILITIES CO.	23,927.85
229163	NEMONT	28.50
229164	RESERVATION TELEPHONE CO-OP	9,521.62
229165	SOUTHWEST WATER AUTHORITY	49.00
229166	VERIZON/ACCT 342033315-01	2,490.79
229167	VERIZON/ACCT 842030146-01	4,619.17
229168	WATFORD CITY WATER DEPT./CITY OF	3,185.27
229169	ACME TOOLS	4,460.17
229170	ADVANCED BUSINESS METHODS	201.04
229171	ADVANCED ENG. & ENVIRONMENTAL SERV.,INC.	12,891.15
229172	ALL PRO DOORS LLC	935.00
229173	ALLEGIANCE COBRA SERVICES, INC.	58.00

229174	ALLIED 100 LLC	7,675.00
229175	AMAZON CAPITAL SERVICES	669.60
229176	AMERICAN WELDING & GAS	271.93
229177	ARMOR INTERACTIVE	68,423.53
229178	ASDCO CONSTRUCTION SUPPLY	1,323.36
229179	ASTRO-CHEM LAB, INC.	50.00
229180	BALCO UNIFORM COMPANY, INC.	1,241.34
229181	BEK CONSULTING, LLC	6,538.70
229182	BEST/VAWNITA	213.21
229183	BLUE TARP FINANCIAL, INC.	619.88
229184	BOLKEN/DOUGLAS	2,274.00
229185	BORDER PLAINS EQUIPMENT LLC	128,300.00
229186	BORDER STEEL	133.40
229187	BOSS INTERNATIONAL	132.52
229188	BOSS OFFICE & COMPUTER PRODUCTS	1,796.39
229189	BRADY'S ROADSIDE SERVICE	375.00
229190	BROWNELLS INC.	1,431.03
229191	C.E. BROOKS & ASSOCIATES,P.C.	990.38
229192	C.E. BROOKS & ASSOCIATES,P.C.	13,757.00
229193	C&D WATER SERVICES	25.50
229194	CAMEL BUTTE, L. SIGNALESS LLC	231.50
229195	CDW-G GOVERNMENT	394.05
229196	CERTIFIED POWER. INC	838.86
229197	CHARLIE'S SERVICE, LLC	65.40
229198	CHERREY'S PROPANE	2,855.00
229199	CHI ST. ALEXIUS HEALTH	461.00
229200	COLONIAL RESEARCH CHEMICAL CORP.	1,723.20
229201	CORE & MAIN	3,667.42
229202	COUNTIES PROVIDING TECHNOLOGY	2,947.03
229203	CROSS/ROBERT	40.60
229204	DAKOTA BUSINESS SOLUTIONS	3,200.00
229205	DAKOTA FIRE EXTINGUISHERS	2,916.72
229206	DAKOTA SUPPLY GROUP	457.58
229207	DAWA DEVELOPMENT, LLC	879.00
229208	DH WIRELESS SOLUTIONS	3,081.33
229209	DOCUMENT OUTPUT CENTER	3,341.32
229210	DUNN COUNTY AUDITOR	135.00
229211	EMRY'S LOCKSMITHING	1,032.50
229212	ESRI INC.	25,000.00
229213	FARMERS UNION OIL COMPANY	27,189.89
229214	FASTENAL COMPANY	4,980.64
229215	FLECK/WILLIAM	96.30
229216	FRED PRYOR SEMINARS	199.00
229217	FULKERSON FUNERAL HOME	650.00
229218	GRANITE SPRINGS WATER & ICE, INC.	30.00
229219	H.A. THOMPSON & SONS,INC.	21,750.00
229220	HANCE/JACOB D	49.86
229221	HAUGEN/LESLIE C	102.72
229222	HECK BUILT LLC	520.00

229223	HEGGEN EQUIPMENT CO.	873.52
229224	HELLANSAAS/MARCIA	312.70
229225	HILL ENTERPRISES	919.31
229226	HOME OF ECONOMY	10.99
229227	HORIZON RESOURCES	80.12
229228	IBS, INC	276.67
229229	INFORMATIONAL DATA TECHNOLOGIES LLC	4,940.00
229230	INTERACTIVE DATA, INC	50.00
229231	INTERNATIONAL CODE COUNCIL	161.95
229232	IRWIN/JOHN	80.25
229233	JAPPE/KAROLIN	63.43
229234	KOHLER COMMUNICATIONS, INC.	5,799.28
229235	KROWN ENERGY GROUP, LLC	1,751.00
229236	KUMMER'S PUMPING	400.00
229237	L&K ELECTRIC, INC.	1,113.24
229238	LARSEN SERVICE DRUG, INC.	1,223.17
229239	LEGEND AUTO BODY	5,325.00
229240	LINK COMPUTER CORPORATION	550.00
229241	LOREN YOUNG INC	2,000.00
229242	LPO CONFERENCE ACCOUNT	564.54
229243	LUND OIL, INC.	2,496.36
229244	MCKENZIE CO. HEALTHCARE SYSTEMS	31.16
229245	MCKENZIE COUNTY	833.67
229246	MCKENZIE ELECTRIC CO-OP INC.	1,584.28
229247	MEUCHEL COMPUTER SERVICES & OFFICE SUPP	68.48
229248	MICROCEPTION	2,250.00
229249	MONTANA DAKOTA UTILITIES	267.70
229250	MULTIMEDIA SALES & MARKETING	475.00
229251	ND ASSN. OF COUNTIES	245,840.06
229252	ND OFFICE OF THE ATTORNEY GENERAL	5,060.00
229253	ND WATER EDUCATION FOUNDATION	778.00
229254	ND WATER RESOURCE DISTRICT ASSN.	675.00
229255	NDIC, OIL AND GAS DIVISION	175.00
229256	NDSU EXTENSION SERVICE	18,524.08
229257	NELSON INTERNATIONAL	703.51
229258	NEOFUNDS BY NEOPOST	500.00
229259	NORTH DAKOTA ONE CALL	353.85
229260	NORTHERN HEAVY DUTY TRUCK PARTS	4,343.40
229261	NORTHERN PUMP & COMPRESSION, INC.	149.00
229262	NORTHWEST PIPE FITTINGS, INC	1,607.88
229263	NORTHWESTERN UNIVERSITY	1,000.00
229264	NOVAK/LARRY	35.96
229265	O K IMPLEMENT CO.	316.26
229266	O.K. TIRE STORE, INC	1,151.64
229267	O'DAY EQUIPMENT, LLC	47.22
229268	OLSON/JEREMY	38.52
229269	PHARMCHEM. INC.	999.25
229270	PRAETORIAN GROUP, INC.	2,664.00
229271	PRAXAIR	1,062.16

229272	RAMKOTA HOTEL	545.00
229273	RDO EQUIPMENT CO. - FARGO	31,233.49
229274	RESERVATION TELEPHONE CO-OP	283.43
229275	RICOH USA, INC	419.35
229276	RINK CONSTRUCTION INC.	309,552.26
229277	ROCKMOUNT RESEARCH & ALLOYS, INC.	3,113.65
229278	SAMUELSON/JERRY	19.36
229279	SCOTT/JOSHUA	10.00
229280	SINCLAIR CYBERNETICS, LLC	4,537.50
229281	SKILLPATH SEMINARS	269.00
229282	SMITH/DEVON MILES	10.00
229283	SOFTLINE DATA INC.	250.00
229284	SRF CONSULTING GROUP, INC	73.76
229285	STEIN'S INC.	870.37
229286	SUMMIT FOOD SERVICE, LLC	3,594.35
229287	ADAMS/TAYLOR	75.00
229288	THOMSON REUTERS-WEST	520.55
229289	TIMBER AUTO BODY	547.90
229290	UNITED QUALITY COOPERATIVE	2,143.93
229291	US BANK NA DBA VOYAGER FLEET SYSTEMS	11,031.76
229292	USA BLUE BOOK	500.70
229293	USDA FOREST SERVICE	1,516.18
229294	VALLI INFORMATION SYSTEMS, INC	624.91
229295	WATFORD CITY LUMBER	9.99
229296	WATFORD CITY VETERINARY CENTER	330.91
229297	WATFORD EXPRESS LAUNDRY CENTER	8.65
229298	WAWSA	126,118.27
229299	WENCK ASSOCIATES INC.	499.07
229300	WESTLIE MOTOR CO.	63,625.40
229301-229319	PAYROLL - JANUARY 24,2020	744,584.10

**OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS
MCKENZIE COUNTY, NORTH DAKOTA**

February 4, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on February 4, 2020. Present: Commissioners Tom McCabe, Howdy Lawlar, Kathy Skarda, Doug Nordby, and Gene Veeder, Auditor/Treasurer Johnsrud, and State's Attorney Skarda. Chairman McCabe called the meeting to order at 9:00 a.m.

Moved by Skarda, seconded by Nordby, to approve the January 2020 Minutes as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve the bills as presented. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to approve the Commission Consent Agenda Items 1-10 as presented. All voting aye, motion carried. Items approved: 1. Set Public Hearing – Abatement Applications 4197-4200, 4203-4204, 4211-4213, 4218-4224 – February 18, 2020, at 2pm CT; 2. Approve WC Ducks Unlimited Raffle Permit – February 28, 2020; 3. Designate McKenzie County Official Depositories – First International Bank & Trust, BNC Bank, Cornerstone Bank, Dakota West Credit Union, Bank of North Dakota; 4. Out of State Travel Request – Corrections Taser Instructor Training – Rapid City, SD – March 27; 5. Signature Authority – Theodore Roosevelt Expressway Expansion Project Grant Letter of Support; 6. Public Works Shop Change Order 12 – GMP Decrease/Credit of \$302,125.00; 7. Signature Authority – East Fairview School Resource Officer MOU; 8. Signature Authority – DUI Task Force MOU with Watford City Police Department; 9. Out of State Travel Request – Sheriff/Dispatch Zuercher Training – Las Vegas, NV – March 17-21; 10. Out of State Travel Request – 4H Trip – Red Lodge, MT – February 14-17.

Economic Development Coordinator Stenberg updated the Board on the JDA's housing programs and requested an additional \$5M. Moved by Nordby, seconded by Veeder, to allocate an additional \$5M to the Shovel-Ready and Housing Subsidy programs and to approve a budget amendment for these funds. All voting aye, motion carried.

Stenberg also provided information on the 2020 Census. The Committee is working to determine the best way to provide information to rig workers and is looking to recruit additional enumerators in McKenzie County. July 31 is the last day for census reporting.

Moved by Veeder, seconded by Skarda, to approve Change Order 1 in the amount of \$19,542.60 for the Landfill Equipment Shop Project. All voting aye, motion carried.

The Board directed all county departments to have all information for any agenda requests to the Auditor/Treasurer by the deadline set by the Auditor in order to be placed on the Commission agenda. Requests that do not have the associated information provided on time will be placed on the following meeting agenda after all information has been provided.

Moved by Nordby, seconded by Skarda, to approve a budget amendment in the amount of \$111,482 for the Sheriff's Office for the purchase of replacement squads ordered in 2019 but not available until 2020. All voting aye, motion carried.

Sheriff Johansen requested permission to add eight (8) additional full-time employees to his office: 1 truck enforcement, 1 civil/transport, and 6 patrol deputies. Johansen stated these additions would add additional coverage in the County and would allow deputies to be proactive, rather than reactive. Johansen stated the patrol deputies would be assigned to strictly patrol and the truck enforcement deputy would be doing only truck enforcement work. Moved by Veeder, seconded by Skarda, to approve the request for eight (8) additional full-time employees in the Sheriff's Office as presented. All voting aye, motion carried.

HR Director Weber provided an updated on the Emergency Manager and Risk Manager/Veterans Service Officer positions review. Weber stated that Risk Manager/VSO Samuelson functions only as Emergency Manager Jappe's backup. Weber recommended the Board to review if it is time to separate the Risk Manager duties from the VSO due to increased employees and county buildings. Jappe requested to model the Emergency Management department after Williams County. Weber formally recommended to officially separate Jappe and Samuelson, to sever Samuelson from the Emergency Manager backup role, to perform a PDQ review of Samuelson's role and duties, and to add an Emergency Management Specialist to improve the function of the Emergency Management Department. Discussion was held by the Board regarding where Risk Management would fall moving forward, evaluation of efficiencies for additional staff, and that changes in job duties can lead to lower salaries. Questions were asked about the job duties of the Emergency Manager and Weber stated he will ask Jappe to speak with the Board regarding her duties. The Board consensus was for Weber to continue to study the roles of the Emergency Manager, Risk Manager, and Veterans Service Officer and the requirements of each position before making a final decision.

A public hearing on Abatement Applications 4201 and 4210 was held at 10:00 a.m. No members of the public were present for the hearing. Moved by Skarda, seconded by Lawlar, to approve Abatement Applications 4201 and 4210 as presented. All voting aye, motion carried.

PWD Kanwar presented a Task Order for Right Of Way Services and requested the Board to approve the agreement. Kanwar stated the agreement included a seven day notice to terminate. K. Skarda requested the language to be changed on extending the amount of the contract from the County's Director's Approval to the County Commission's approval. ROW Agent Vandervorste stated he is continuing to create policies and procedures to make the process more efficient. Lawlar requested the language regarding number of visits to landowners be removed to allow for more flexibility. Moved by Veeder, seconded by Nordby, to approve the Task Order for Right of Way Services in the amount of \$150,000 with language changes on the number of landowner visits and County Commission approval for limit extensions. All voting aye, motion carried.

R&B Administrative Assistant Cullinan presented an updated dust control form which includes the fees for private driveways and businesses. K. Skarda recommended the addition of a second applicant contact information section and Nordby recommended adding the County logo and phone number to the form. Board consensus was to approve the form with the recommended changes.

ROW Agenda Vandervorst updated the Board on the right of way acquisition process on County Route 34. Vandervorst stated he has a signed memorandum of understanding with all property owners and that they have moved forward with a set of preliminary plats for the project. There is one landowner who has not yet signed the right of way documents with the County which has held up the project. Nordby asked the landowners along the project in attendance if they were in favor of moving forward with the project and all present stated they were in support of moving forward. Michael Jones, landowner, stated, on behalf of the local community near the project, that the community is in support of getting the project completed and stated the County should not allow one person to hold up the project. Veeder thanked those present for attending the meeting and for their input. The Board consensus was to move forward with the project.

Moved by Veeder, seconded by Skarda, to approve the advertisement of bids for the 2020 dust control season. All voting aye, motion carried.

Moved by Nordby, seconded by Veeder, to approve the advertisement of gravel stockpiles for 2020. Lawlar asked if this was for stockpiles or stockpile locations as there is an issue with one stockpile location landowner. Kanwar and Glover stated all locations had current contracts other than possibly the Lassey pit. All voting aye, motion carried.

Nate Law and Kurt Brew, Boulder Products and Services, presented information on a dust control solution that was not salt based, but a bio-preferred product, ElimiDust. Currently the product does not meet the bid specifications set forth in the County bid. Law stated the product is being used on lease roads in McKenzie County.

The Board asked about product longevity, safety, reactivation, and use on scoria. Moved by Lawlar, seconded by Veeder, to authorize Boulder Products and Services to test their product, ElimiDust, on road sections with mileage to be determined by the Road & Bridge Department. All voting aye, motion carried.

A public hearing on Abatement Applications 4103-4189 began at 11:15 a.m. Tax Director Paulson suggested the attorney from Fredrickson and Byron, David Tibbals, representing the applicant, speak first followed by the Watford City and County Tax Directors. Tibbals began with Abatement Application 4103 for the Auburn Ridge property. Tibbals stated the County has the final decision to determine the true and full value of a property and that the law allows all property owners the right to object to values set. Tibbals presented information on the income approach for determining property value as well as a third-party appraisal. The Board asked questions on comparable properties in McKenzie County and other communities. Tax Director Paulson stated that the income approach can be complicated when a building has not been completed, as the intent for the income approach is to be used after the property has been completed and in operation for a period of one year. Paulson stated additional value needs to be added for the portion of the buildings that was not completed. Tax Assessor Olson, City of Watford City, stated the property values are based on many factors, including sales or property in every class of property every year. Olson presented information on Auburn Ridge using the income approach and deductions for vacancies and expenses, which came out greater than the property value set for this property in 2017. Lawlar asked is this calculation followed the standard procedure used by Olson and Olson stated it did. Paulson presented information on a hybrid valuation approach, which is an additional way to check that values are equalized and fair to all properties being assessed. Tibbals countered that the third-party appraisal leads to a logical conclusion that the apartments were all over-assessed in their values. City of Watford City Attorney Voll asked the Board to remember that the appraisal was prepared for banks, which can sometimes look for a more conservative value. Voll stated the City of Watford City found the methodology used by Olson as the preferable method for property value determination. Tibbals disagreed that banks seek conservative appraisal numbers and stated the appraisal was not influenced by the property owner. Moved by Nordby, seconded by Veeder, to deny Abatement Application 4103 as the property was equalized with other like facilities. All voting aye, motion carried.

At 12:20 p.m. the public hearing on Abatement Applications 4104-4189, Bison Run, began with Tibbals. Tibbals stated an income approach was provided for this property that was driven by average market rent from December 2016 and rent was trending downward as units were opening. Olson stated that grouping all of the property together doesn't include the value of the vacant land that is also in the parcel group. Olson stated this property had been platted, resulting in individual lots of single-family homes/units which follow the sales ratios for other single-family homes. Tibbals argued that the property is operating as one rental/apartment complex and so the income based approach as an apartment complex is appropriate in this case. Olson

stated there is nothing that prevents the sale of any unit and that three had been sold from this complex already. Voll stated when you take the entire property using the income approach there are still 15.4 acres that have some level of infrastructure and 26 acres of vacant land that are not accounted for, all of which has value and is easily improvable within the city limits. Tibbals stated he understands equalization is a concern but that these parcels were operated as one parcel of apartments even though the owner platted them as separate parcels on their own accord. Lawlar stated the tax assessor has been consistent with the process they have been using regardless of the name on the application and use methods to verify the values set are appropriate. Olson stated the abatement applications approved by the City of Watford City (applications 4105, 4127, 4146, and 4189) were green spaces in the property or not buildable and that the City approved those with the value provided by the applicant. Moved by Nordby, seconded by Skarda, to approve Abatement Application 4105 with a true and full value of \$356,000. All voting aye, motion carried. Moved by Nordby, seconded by Lawlar, to deny abatement application 4104 as the value set for 2017 was less than the market value of the property. All voting aye, motion carried. Moved by Skarda, seconded by Veeder, to approve Abatement Applications 4127, 4146, and 4189 as presented. All voting aye, motion carried. Moved by Veeder, seconded by Lawlar, to deny Abatement Applications 4106-4126, 4128-4145, and 4147-4188 based on a county market analysis and rent review. All voting aye, motion carried.

Moved by Lawlar, seconded by Veeder, to send out an RFP for appraisals of the old County Shop property and Weed Control Shop. All voting aye, motion carried.

Lawlar reported the NDDOT Weed Control Right Of Way Agreement was handled with the McKenzie County Weed Board and Weed Officer Higgins.

Moved by Nordby, seconded by Skarda, to approve the 2019 budget amendments as presented in the Budget to Actual Report by Auditor/Treasurer Johnsrud due to unanticipated expenses or other increases to costs: increase the Motor Vehicle Branch budget from \$230,224.00 to \$241,443.99; increase the Human Resources budget from \$135,074.00 to \$179,727.79; increase the Building Construction budget from \$0.00 to \$384,487.19; increase the Non-Departmental budget from \$5,039,500.00 to \$7,797,676.79; increase the County Coroner budget from \$30,600.00 to \$42,576.75; increase the Disaster Emergency Services budget from \$110,302.00 to \$162,933.54; increase Transfers to Other Funds from \$43,754,000.00 to \$44,110,250.00; increase the County Park budget from \$94,631.00 to \$164,246.08; increase the JDA budget from \$812,303.00 to \$5,217,693.13; increase the Document Preservation budget from \$59,000.00 to \$88,912.05; increase the Hazardous Chemical Preparation budget from \$59,300.00 to \$140,207.79; increase the Health Unit budget from \$219,967.00 to \$255,185.67; and increase the Historical Society budget from \$57,764.00 to \$62,268.34. All voting aye, motion carried.

HR Director Weber presented information on an extended salary scale, taking the current scale and expanding it from 21 steps to 40 steps. Nordby requested that

Weber leave the current scale as it is and to add additional steps at the 0.25% increase per step and to go into effect the next budget year. Weber will prepare a new scale and bring it back to the board at a future meeting for discussion on implementation in the 2021 budget year.

Moved by Veeder, seconded by Lawlar, to reconsider Abatement Application 4208. All voting aye, motion carried.

Moved by Lawlar, seconded by Skarda, to deny Abatement Application 4208 as it is a duplicated application that was already approved. All voting aye, motion carried.

The meeting recessed at 1:26 p.m. until February 18, 2020, at 1:00 p.m.

February 18, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on February 18, 2020. Present: Commissioners Doug Nordby, Gene Veeder, Howdy Lawlar, Tom McCabe, and Kathy Skarda. Also present Auditor/Treasurer Johnsrud and State's Attorney Skarda. Chairman McCabe called the meeting to order at 1:00 p.m.

Moved by Skarda, seconded by Nordby, to approve the bills as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve the Treasurer's Report for the period ending January 31, 2020, as presented. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to approve the Commission Consent Agenda Items 1 through 6 as presented. All voting aye, motion carried. Items approved: 1. Set Public Hearing – Abatement Applications 4214-4215, 4225-4228 – March 3, 2020 at 10:00 a.m.; 2. Keene Volunteer Fire Department Permit Application – Poker Tournament; 3. Signature Authority – Fairview Joint Powers Agreement; 4. IT Budget Amendment – 8 New MCSO Employee IT Equipment - \$39,538.24; 5. Out of State Travel Request – MCSO Evidence Training – Las Vegas, NV February 23-26; 6. Gaming Site Authorization – Eagles Club – Raffle, March 13, 2020.

Moved by Skarda, seconded by Veeder, to pull Planning & Zoning Consent Agenda Item 1 – Hartel East Reservoir #02-20CUP for further discussion. All voting aye, motion carried.

Moved by Lawlar, seconded by Veeder, to pull Planning & Zoning Consent Agenda Item 4 – Reclamation Bond Waivers-Ordinance Revision and send back to Planning & Zoning for additional discussion. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve Planning & Zoning Consent Agenda Items 2, 3, and 5 as presented. All voting aye, motion carried. Items approved: 2. Lemoine Hartel #34-19CUP; 3. BNN North Dakota, LLC #01-20CUP; 5. P&Z Board Member Vacancy – Craig Hystad.

Moved by Skarda, seconded by Lawlar, to send Planning & Zoning Consent Agenda Item 1 – Hartel East Reservoir #02-20CUP back to Planning & Zoning for additional clarification. Discussion was held regarding additional information needed for the Board before approval of the CUP. The Board asked the status of the permits from the State Water Commission and when final approval of the CUP would occur and who makes that determination. Planning Director Huus stated the final approval would be from him after all conditions of the CUP had been met. Huus read all conditions of approval to the Board for this CUP. The Board requested any CUPs to be presented one additional time to the Board after modification for final approval. Skarda requested a review of all administratively approved CUPs to ensure compliance and completion. All voting aye, motion carried.

Moved by Lawlar, seconded by Skarda, to send Planning & Zoning Consent Agenda Item 4 – Reclamation Bond Waivers-Ordinance Revision for language cleanup. All voting aye, motion carried.

Moved by Lawlar, seconded by Veeder, to approve the Mutual Aid Agreement between the Fairview Police Department and McKenzie County Sheriff's Office. All voting aye, motion carried.

Fairview Mayor Bieber discussed with the Board the Fairview Ambulance Barn project which has shifted from an addition to the construction of a new building due to grade and building issues. Richland County is supplying engineers and architects and has been doing structure removal work for the project. Moved by Nordby, seconded by Skarda, to enter into a Joint Powers Agreement with the City of Fairview in the amount of \$60,000 for the ambulance barn proposal as requested by Fairview Mayor Bieber. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to continue the Weather Modification Authority for an additional five years and to appoint the following five commissioners to five year terms on the Weather Modification Board: Eldean Flynn, Gary Levang, Rodney Cross, Roger Flatland, and Luke Taylor. All voting aye, motion carried. (Expiration – March 10, 2025).

Moved by Nordby, seconded by Lawlar, to approve the \$500,000 disbursement to the Heritage Park Project as recommended by the JDA. All voting aye, motion carried.

At 2:00 p.m. a public hearing was held on abatement applications. Moved by Lawlar, seconded by Skarda, to approve abatement applications 4197-4200, 4203-4204, 4211-4213, and 4218-4224 as presented. All voting aye, motion carried.

At 2:05 p.m. the Board recessed for the County Park Board meeting. The Board of County Commissioners meeting resumed at 2:45 p.m.

Discussion was held on Continental Lease roads. State's Attorney Skarda stated the Board had no legal authority to enter into agreements with Continental on these roads. These are private easements with private landowners. Discussion was held on making sure the LoadPass system is updated to take these roads off the rain event restrictions.

Moved by Nordby, seconded by Lawlar, to approve the budget amendment for Disaster Emergency Services as presented for spending authority of five different grants that have been awarded. All voting aye, motion carried.

Maurine Collison, Landfill, discussed the replacement of the landfill office and scale house which has electrical and plumbing issues. The building was built in 2013 and expected to last 5 years before upgrading the building. Nordby requested to move through the budget process for 2021. The Board was in support of beginning the process. Moved by Veeder, seconded by Nordby, to approve the release of an RFP for architectural services for a landfill office/scale building as presented. All voting aye, motion carried.

NWNTF Special Agent Chaffee requested McKenzie County to pay one-third of the expense for and evidence technician position with the NW Narcotics Task Force. The position is currently grant funded but the grant ends in August 2020. The cost would be approximately \$8,700 to complete 2020 and \$28,500 for 2021. Chaffee stated a request for an extension of the grant cannot be made until July 2020. Moved by Lawlar, seconded by Skarda, to approve \$8,666.67 for 2020 to NWNTF. Chaffee stated if the grant extension isn't approved the County would be invoiced for this cost. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to approve the civil process mileage fee increase from 60 cents/mile to \$1.00 per mile as requested by Sheriff Johansen. All voting aye, motion carried.

Discussion was held on free range horses in the Keene/Charlson area. Sheriff Johansen requested approval for transportation of stray horses rounded up to the sale barn in Dickinson as these horses are posing a public safety issue and don't seem to belong to anyone. Moved by Veeder, seconded by Skarda, to set aside \$5,000 for the transportation of free range horses to Dickinson in conjunction with the Stockmen's Association. All voting aye, motion carried. Don Nelson stated part of the issue is the

border fences with the Reservation. Nordby requested State's Attorney Skarda draft a letter to the Three Affiliated Tribes asking for a meeting with landowners on the topic.

Sheriff Johansen presented information on additional vehicle and equipment costs for the new FTEs approved by the Board. Moved by Nordby, seconded by Veeder, to approve the budget amendment and spending authority for the purchase of the vehicles and equipment as presented. All voting aye, motion carried.

MCWRD Manager Shaffer presented projects to the Board for approval to begin engineering of additional water projects from County general funds. Moved by Skarda, seconded by Veeder, to approve the replacement of a waterline on 23rd St NW and to include a budget amendment from the County General Fund. All voting aye, motion carried. Moved by Veeder, seconded by Skarda, to approve the 20% engineering cost for the 30th St NW water upgrade and to include a budget amendment from the County General Fund. All voting aye, motion carried. Moved by Veeder, seconded by Skarda, to approve the negotiation of a task order with HDR for easement acquisition for water project. All voting aye, motion carried. Moved by Veeder, seconded by Skarda, to approve the engineering project for a second river crossing at Williston and to include a budget amendment from the County General Fund in the amount of \$529,700. All voting aye, motion carried. Also discussed was a project to bring water across highway 85 near the new softball complex and consensus by the Board was to support the project and to bring it back for further discussion after the fairgrounds location decisions were made.

Right of Way Agent Vandervorste updated the Board on 2020 projects including County Routes 2, 12, 55, 12, 34, and 53, as well as 22nd St, 23rd St, 41st St projects. Discussion was held on a public input meeting for 107th and County Route 55. The Board directed that County Route 12 be included in that public meeting and to hold the meeting at the Keene Dome.

Ryan Rykowsky, SRF Consulting, provided an update on the minor bridge inspections that had been completed. Rykowsky reported the project will be closed out soon. The final inventory found 28 minor structures, 13 bridges and 15 box culverts. Structures were inspected for safety and liability.

R&B Administrative Assistant Cullinan requested a budget amendment for three high school cooperative work experience (CWE) students in the Road and Bridge department for \$24,300. Nordby discussed his experience with students in the program at his business and stated it was important to have the right tasks for these students. Questions were asked regarding the tasks the students would be performing. Cullinan stated the students would work in every department to get an understanding of what each department does and that Kanwar would need to be asked about the project specifics but could include scanning and organization. Skarda expressed concern about verification of student work and training of the students. Lawlar requested a curriculum and objectives before approving the addition of students. Lawlar asked

Recorder/Tax Director Paulson about her previous experience with students in this program. Paulson reported that there was no ability to give the students special projects to complete as their knowledge and skill sets were too limited to be successful. When asked who would be supervising the students Cullinan stated Kanwar would be the supervisor with the assistance from Cullinan. Nordby stated the students would need lots of oversight and supervision but would be supportive of approving one student to see how it would work. Veeder urged support of the program to help give students real world experience. Moved by Veeder, seconded by Lawlar, to approve one CWE student with a set of objectives for the position and to approve a budget amendment for the position. All voting aye, motion carried.

Assistant Engineer Mohamed requested authorization to advertise for architectural services for the new Alexander Road and Bridge Shop. McCabe stated the land is ready to purchase with no realtor required for \$11,000 an acre for approximately 85 acres. Moved by Veeder, seconded by Lawlar, to purchase 85 acres more or less at \$11,000/acre contingent upon survey and plat work. Nordby asked the reason for purchasing 85 acres as the current new Public Works Shop is on 33 acres. McCabe stated the extra acres would be used for expansion or could be sold off if needed. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to approve the advertisement of an RFQ for Architectural Services for the Alexander Shop project. All voting aye, motion carried.

Mohamed informed the Board that three proposals for the Origin to Destination Study were received and requested direction from the Board to move forward. The recommendation from Public Works was to select the proposal from SRF as it would give the best product. Moved by Nordby, seconded by Veeder, to award the Origin to Destination Study to SRF for \$194,095.43. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to approve the 2021 Budget Calendar as presented by Auditor/Treasurer Johnsrud. All voting aye, motion carried.

Moved by Lawlar, seconded by Skarda, to approve the 2020 polling locations of Mandaree, Watford City, and Cartwright Vote Centers. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to authorize the chairman to sign the HUD forms for Hillside Court as presented. All voting aye, motion carried.

The meeting adjourned at 5:02 p.m. until March 3, 2020, at 9:00 a.m.

Erica Johnsrud, Auditor/Treasurer

Thomas McCabe, Chairman

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Amount</u>
43761	WATFORD CITY/CITY OF	100.00
43960	ALEXANDER PARK DISTRICT	4,861.10
43961	ALEXANDER RURAL FIRE DISTRICT	15,441.43
43962	ALEXANDER SCHOOL DIST. #2	191,898.31
43963	ALEXANDER TWP.	17,014.11
43964	ANTELOPE CR. TWP.	7,044.55
43965	ARNEGARD PARK DISTRICT	6,341.98
43966	ARNEGARD RURAL FIRE PROTECTION DIST.	8,678.80
43967	ARNEGARD TWP.	27,330.05
43968	ARNEGARD/CITY OF	16,069.29
43969	BLUE BUTTES TWP.	14,258.97
43970	CHARBON TWP.	16,762.21
43971	EARL SCHOOL DIST. #18	4,478.84
43972	ELM TREE TWP.	25,364.93
43973	GRAIL TWP.	10,674.76
43974	GRASSY BUTTE FIRE DISTRICT	3,287.37
43975	HAWKEYE TWP.	14,731.29
43976	HORSE CREEK RURAL FIRE DIST.	1,153.14
43977	HORSE CREEK SCHOOL DIST. #32	7,693.40
43978	KEENE TWP.	15,529.74
43979	MCKENZIE CO. FIRE PROT. DIST.	60,369.77
43980	MCKENZIE CO. HISTORICAL SOCIETY	6,644.45
43981	MCKENZIE CO. SD#1	1,427,713.70
43982	MCKENZIE SOIL CONS. DIST.	64,045.87
43983	ND STATE TREASURER	39,181.73
43984	NEW TOWN PUBLIC SCHOOL DIST.	32,424.52
43985	NEW TOWN RURAL AMBULANCE DIST.	355.07
43986	NEW TOWN RURAL FIRE DEPT.	355.07
43987	RANDOLPH TWP.	4,817.31
43988	RIVERVIEW TWP.	24,852.61
43989	SIOUX IRRIGATION DISTRICT	3,870.00
43990	SIOUX TWP.	13,848.40
43991	SIOUX-YELLOWSTONE RURAL FIRE DIST.	4,437.13
43992	TRI TWP	26,775.75
43993	TWIN VALLEY TWP.	48,794.59
43994	UPPER MISSOURI DIST. HEALTH UNIT	25,614.86
43995	WATFORD CITY MUNICIPAL AIRPORT	21,882.80
43996	WATFORD CITY PARK DISTRICT	317,848.96
43997	WATFORD CITY/CITY OF	325,280.21
43998	WILLISTON FIRE PROTECTION DISTRICT	757.41
43999	WILLISTON VECTOR CONTROL DIST.	6.15
44000	YELLOWSTONE PUMPING IRRIG. DISTRICT	2,007.54
44001	YELLOWSTONE SCHOOL DISTRICT #14	46,745.78
44002	YELLOWSTONE TWP.	33,310.94
44003	WATFORD CITY/CITY OF	4,366.32
229320	ADVANCED BUSINESS METHODS	1,768.55

229321	AGC OF NORTH DAKOTA	300.00
229322	ALPPERSPACH/PATRICIA	450.00
229323	AMAZON CAPITAL SERVICES	3,123.17
229324	AMAZON/SYNCB	4,090.99
229325	AMERICAN WELDING & GAS	530.34
229326	ARMOR INTERACTIVE	82,588.53
229327	ASTRO-CHEM LAB, INC.	120.00
229328	AUTO VALUE	795.52
229329	BADLANDS HARDWARE	1,381.16
229330	BADLANDS OCCUPATIONAL TESTING SERVICES	38.00
229331	BLUE BUTTE AGGREGATES	9,234.54
229332	BOB BARKER COMPANY INC	329.46
229333	BOLKEN/DOUGLAS	3,124.00
229334	BORDER STATES ELECTRIC	3.78
229335	BORDER STEEL AND RECYCLING, INC	2,045.35
229336	BOSS OFFICE & COMPUTER PRODUCTS	2,718.52
229337	BRADY'S ROADSIDE SERVICE	462.50
229338	BRAUN INTERTEC CORPORATION	27,800.31
229339	BROSZ ENGINEERING, INC.	8,465.00
229340	BROWNELLS INC.	848.15
229341	BURNS & MCDONNELL	423,515.60
229342	C&D WATER SERVICES	8.50
229343	CASCADE AUTO GLASS	995.50
229344	CDW-G GOVERNMENT	1,469.22
229345	CIVIL SCIENCE INFRASTRUCTURE, INC.	48,709.20
229346	CODE RED TOWING LLC	387.50
229347	CONSTRUCTION ENGINEERS INC.	118,451.00
229348	CORPORATE TRANSLATION SERVICES, INC	3.22
229349	DAKOTA FIRE PROTECTION, INC	294.38
229350	DEANS BULK SERVICE, INC	1,387.95
229351	DH WIRELESS SOLUTIONS	776.75
229352	DIRTY BIRDS, LLC	1,200.00
229353	DONE RIGHT THE FIRST TIME	2,104.75
229354	ECOLAB PEST ELIMINATION DIV.	477.00
229355	ELECTRO WATCHMAN, INC	14,249.56
229356	FAIRFEILD BY MARRIOTT NORTH BISMARCK	105.12
229357	FASTENAL COMPANY	4,155.25
229358	FINSAAS/DARRELL	49.88
229359	FIRST INTERNATIONAL BANK & TRUST	2,782.60
229360	GARMANS FLOORING	2,969.22
229361	HDR ENGINEERING, INC	14,414.47
229362	HEAD/GARY	79.14
229363	HEGGEN EQUIPMENT CO.	516.75
229364	HELLANDSAAS/MARCIA	366.56
229365	HIGGINS/AMBER	242.36
229366	HOFFMAN/AUSTIN D	44.00
229367	HORIZON RESOURCES	219.64
229368	HUMANITY INC	720.00
229369	HUUS/CURT	32.78

229370	IBS, INC	2,191.27
229371	INDEPENDENT TELEPHONE SERVICES LLC	9,621.13
229372	INFORMATION SYSTEMS CORP.	1,767.00
229373	INTERSTATE POWER SYSTEMS	826.20
229374	JOHANSEN/MATTHEW	38.50
229375	JOHN HUTTER TOWING	375.00
229376	JOHNSON & SUNDEEN	5,575.00
229377	JOHNSRUD/ERICA	57.50
229378	KADRMAS, LEE AND JACKSON, INC.	86,742.62
229379	KIMBALL/GREG A	641.09
229380	KUPPER CHEVROLET INC	73,991.00
229381	LAW ENFORCEMENT SEMINARS LLC	350.00
229382	LEARNING OPPORTUNITIES, LLC	700.00
229383	LEWIS/JAY	13.92
229384	LUND OIL, INC.	6,284.91
229385	MARCO TECHNOLOGIES LLC	510.59
229386	MAYER ELECTRIC INC	3,277.22
229387	MCCABE/THOMAS	358.75
229388	MCCULLOUGH/NOAH	44.00
229389	MCKENZIE CO. FARMER	2,288.16
229390	MCKENZIE CO. MOTOR VEHICLE BRANCH	12.50
229391	MCKENZIE COUNTY	330,875.75
229392	MCKENZIE COUNTY ROAD & BRIDGE	1,561.05
229393	MCNANEY/CHARLES	42.92
229394	MEDLINE INDUSTRIES, INC	39.12
229395	MEUCHEL COMPUTER SERVICES & OFFICE SUPP	14.00
229396	MINOT AREA CHAMBER OF COMMERCE	158.00
229397	ND ASSN. OF COUNTIES	1,098.10
229398	ND COUNTY AUDITOR'S ASSN.	125.00
229399	ND DEPT. OF TRANSPORTATION	33.50
229400	ND STATE RADIO COMMUNICATIONS	41,120.88
229401	NELSON INTERNATIONAL	4,572.28
229402	NEWMAN/DUSTIN B	35.00
229403	NORTHERN HEAVY DUTY TRUCK PARTS	669.85
229404	NORTHERN PUMP & COMPRESSION, INC.	745.25
229405	NORTHWEST PIPE FITTINGS, INC	143.15
229406	NSC MINERALS, LTD	6,327.83
229407	NW SUPPLY AND R&R TROPHIES, INC.	455.00
229408	O K IMPLEMENT CO.	4,373.15
229409	O.K. TIRE STORE, INC	1,479.24
229410	OLSON/DOUG	32.48
229411	PENNINGTON/GREG	130.00
229412	QUALITY INN BISMARCK	172.80
229413	RAMADA BISMARCK HOTEL	86.40
229414	RDO EQUIPMENT CO. - FARGO	1,708.12
229415	RED CARPET	46.16
229416	RM HOEFS & ASSOCIATES, INC.	9,193.60
229417	SAMUELSON/JERRY	516.80
229418	SAX MOTOR CO	5,340.00

229419	SCHWARTZ/BRIAN & LAUREN	546.44
229420	SCOFIELD/JESSIE	5,886.00
229421	SECURE ENERGY SERVICES USA LLC	3,350.06
229422	SMITH, PORSBORG, SCHWEIGERT, ARMSTRONG,	326.00
229423	SRF CONSULTING GROUP, INC	53,083.14
229424	STEIN'S INC.	3,901.40
229425	SUMMIT FOOD SERVICE, LLC	2,100.26
229427	THOMSON REUTERS-WEST	338.58
229428	THOS. Y PICKETT & CO. INC.	28,750.00
229429	TIMBER AUTO BODY	730.10
229430	TOTAL SAFETY U.S., INC.	1,469.78
229431	TRIANGLE ELECTRIC, INC.	475.00
229432	TSCHETTER/DAWN	238.45
229433	UNDERGROUND VAULTS & STORAGE, INC.	8.35
229434	UNIFORM CENTER	73.98
229435	VANGUARD APPRAISALS INC.	2,000.00
229436	VERIZON CONNECT FLEET USA LLC	352.00
229437	WATFORD CITY LUMBER	8.99
229438	WATFORD EXPRESS LAUNDRY CENTER	17.00
229439	WENCK ASSOCIATES INC.	7,371.80
229440	WESTLIE MOTOR CO.	9,596.88
229441	WOLF/PHILIP	450.00
229442	WSC SBDC	25,000.00
229443	SUMMIT FOOD SERVICE, LLC	1,898.37
229444-229463	PAYROLL - FEBRUARY 7, 2020	777,562.10
229464	ALEXANDER/CITY OF	116.00
229465	ARMSTRONG SANITATION	947.50
229466	CENTURY LINK	177.39
229467	CONSOLIDATED TELCOM	48.95
229468	INFORMATION TECHNOLOGY DEPT.	6,080.95
229469	MCKENZIE COUNTY RURAL WATER	191.22
229470	MCKENZIE ELECTRIC CO-OP INC.	8,285.89
229471	MONTANA DAKOTA UTILITIES CO.	22,414.09
229472	NEMONT	28.50
229473	RESERVATION TELEPHONE CO-OP	9,782.95
229474	SOUTHWEST WATER AUTHORITY	52.00
229475	VERIZON/ACCT 342033315-01	2,490.79
229476	VERIZON/ACCT 842030146-01	4,255.58
229477	WATFORD CITY WATER DEPT./CITY OF	3,102.16
229478	AASEN/WADE	5,455.84
229479	ACCUSOURCE INC.	253.79
229480	ACME TOOLS	169.00
229481	ADVANCED BUSINESS METHODS	209.84
229482	AE2S CONSTRUCTION	201.00
229483	AMAZON CAPITAL SERVICES	728.19
229484	AMERICAN SOLUTIONS FOR BUSINESS	82.12
229485	AMERICAN WELDING & GAS	33.14
229486	ARMOR INTERACTIVE	46,220.64
229487	ASCENDUM MACHINERY, INC	1,642.46

229488	ASPHALT INSTITUTE, INC.	1,785.00
229489	ASSELIN/STEPHANIE	337.60
229490	ASTRO-CHEM LAB, INC.	50.00
229491	AUTO VALUE	46.40
229492	AVI SYSTEMS, INC.	4,132.06
229493	AXON ENTERPRISES INC	990.00
229494	BADLANDS HARDWARE	881.98
229495	BADLANDS OCCUPATIONAL TESTING SERVICES	38.00
229496	BAKER & TAYLOR	2,758.92
229497	BAKER METAL AND RECYCLING INC	30,934.24
229498	BALCO UNIFORM COMPANY, INC.	2,059.16
229499	BANK OF NORTH DAKOTA	61,200.00
229500	BECKER/BARBARA J.	500.00
229501	BEK CONSULTING, LLC	48,615.83
229502	BEST/VAWNITA	17.40
229503	BIG BUTTE SERVICES	9,288.46
229504	BISON RUN LAND HOLDING LLC	5,383.91
229505	BLUE BUTTE AGGREGATES	1,745.17
229506	BLUE SHIELD TACTICAL SYSTEMS	700.00
229507	BLUE TARP FINANCIAL, INC.	31.75
229508	BORDER STEEL AND RECYCLING, INC	1,518.72
229509	BOSS OFFICE & COMPUTER PRODUCTS	4,949.59
229510	BRADY'S ROADSIDE SERVICE	125.00
229511	BROSZ ENGINEERING, INC.	100,402.50
229512	C.E. BROOKS & ASSOCIATES,P.C.	10,075.58
229513	C.E. BROOKS & ASSOCIATES,P.C.	77.40
229514	C&C PLUMBING & HEATING, L.L.P.	680.00
229515	C&D WATER SERVICES	49.00
229516	CANDIDO/JAZMINNE	408.70
229517	CDW-G GOVERNMENT	1,921.63
229518	CHARLIE'S SERVICE, LLC	115.43
229519	CHERREY'S PROPANE	1,800.00
229520	CODE2 LAW ENFORCEMENT TRAINING	1,250.00
229521	COMFORT SUITES	172.80
229522	CONSTRUCTION ENGINEERS INC.	40,000.00
229523	CORBIN/ZACHERY	28.00
229524	CORE & MAIN	2,844.72
229525	CORPORATE TRANSLATION SERVICES, INC	39.26
229526	CORPORATE WAREHOUSE SUPPLY	1,039.75
229527	COUNTIES PROVIDING TECHNOLOGY	2,947.03
229528	CRAIG'S SALES-SERVICE-RENTAL	148.50
229529	DAKOTA FIRE PROTECTION, INC	850.00
229530	DAKOTA SUPPLY GROUP	3,405.22
229531	DEANS BULK SERVICE, INC	2,047.65
229532	DEMCO	547.21
229533	DONE RIGHT THE FIRST TIME	280.00
229534	DTE,INC.	1,163.12
229535	DWYER/DANIEL	20.88
229536	E & M SERVICES	37,000.00

229537	FARGO GLASS AND PAINT CO.	6,167.79
229538	FARMERS UNION OIL COMPANY	37,124.65
229539	FASTENAL COMPANY	9,687.65
229540	FIRST INTERNATIONAL INSURANCE	2,428.00
229541	FOSTER/BONNIE	35.00
229542	FRED PRYOR SEMINARS	497.00
229543	HANNAHER'S	10,799.68
229544	HANSEN DIESEL & AUTOMOTIVE	1,773.34
229545	HEGGEN EQUIPMENT CO.	164.86
229546	HERGERT/WHITNEY C	510.33
229547	HOLIDAY INN EXPRESS/GRAND FORKS	172.80
229548	HOLIDAY INN EXPRESS/MINOT	172.80
229549	HOLIDAY INN/FARGO	1,015.20
229550	HOLIDAY INN/GRAND FORKS	172.80
229551	HOWARD SUPPLY COMPANY, LLC	311.20
229552	HUUS/CURT	150.00
229553	IBS, INC	169.99
229554	INDEPENDENT TELEPHONE SERVICES LLC	3,269.40
229555	INFORMATIONAL DATA TECHNOLOGIES LLC	5,025.00
229556	INTERACTIVE DATA, INC	50.00
229557	IWORQ SYSTEMS	17,500.00
229558	JAPPE/KAROLIN	267.91
229559	JOHN HUTTER TOWING	450.00
229560	KANWAR/SUHAIL	138.50
229561	KITAGAWA/BENJI KURT	2,000.00
229562	KROWN ENERGY GROUP, LLC	1,751.00
229563	KUPPER CHEVROLET INC	37,447.00
229564	LARSEN SERVICE DRUG, INC.	122.19
229565	LINDLEY/ROBBY A	62.00
229566	LINK COMPUTER CORPORATION	550.00
229567	LISOK/STEPHEN	133.00
229568	LUND OIL, INC.	764.50
229569	MACKIN BOOK COMPANY	2,810.18
229570	MAILFINANCE	207.00
229571	MARQUART/ANDREW S	288.00
229572	MARTINEZ/EDWARD	56.00
229573	MATTHEWS-KASNER/MAXWELL	31.50
229574	MAYO CONSTRUCTION CO. INC.	70,703.64
229575	MCKENZIE CO. FARMER	236.60
229576	MCKENZIE CO. MOTOR VEHICLE BRANCH	15.00
229577	MCKENZIE ELECTRIC CO-OP INC.	1,822.35
229578	MCKESSON MEDICAL-SURGICAL GOVT SOLUTIONS	2,227.76
229579	MEDLINE INDUSTRIES, INC	236.29
229580	MOHAMED/OMAR A	112.68
229581	MON-KOTA INC.	232.73
229582	MONTANA DAKOTA UTILITIES CO.	176.12
229583	MYERS AUTO PARTS	964.58
229584	ND ASSN. OF CO. ENGINEERS	1,160.00
229585	ND COUNTY TREASURER'S ASSN.	250.00

229586	ND DEPT. OF ENVIRONMENTAL QUALITY	410.00
229587	ND EMERGENCY MANAGEMENT ASSN.	50.00
229588	ND GUARANTY & TITLE CO.	50,000.00
229589	ND GUARANTY & TITLE CO.	50,000.00
229590	ND OFFICE OF THE ATTORNEY GENERAL	4,425.00
229591	ND SHERIFF'S & DEPUTIES ASSN.	350.00
229592	NDACTVSO	170.00
229593	NDAWN CENTER	500.00
229594	NDBOA	490.00
229595	NDCCAA	100.00
229596	NDGS LLC	162.69
229597	NELSON INTERNATIONAL	125.81
229598	NINNEMAN/COLENE K	5,765.60
229599	NOBLE INDUSTRIAL SUPPLY CORP	1,305.92
229600	NORTH DAKOTA GUARANTY & TITLE CO	50,000.00
229601	NORTH DAKOTA ONE CALL	326.25
229602	NORTHERN HEAVY DUTY TRUCK PARTS	3,132.34
229603	NORTHERN PUMP & COMPRESSION, INC.	118.70
229604	NORTHRUP/TERRI	417.36
229605	NORTHWEST PIPE FITTINGS, INC	847.67
229606	NOVAK/LARRY	35.96
229607	NSC MINERALS, LTD	14,216.38
229608	O K IMPLEMENT CO.	513.60
229609	O.K. TIRE STORE, INC	8,687.11
229610	PAULSON/KATIE	258.00
229611	PAULY/AUSTIN	133.00
229612	PAVEK/NICHOLAS R	52.50
229613	PAYSTUBZ	1,324.39
229614	PHARMCHEM. INC.	599.55
229615	PRAXAIR	1,155.89
229616	PRO FORMS	531.04
229617	QUALITY INN BISMARCK	345.60
229618	RADISSON HOTEL - BISMARCK	345.60
229619	RDO EQUIPMENT CO. - FARGO	13,261.74
229620	RECORD KEEPERS LLC	32.00
229621	RESERVATION TELEPHONE CO-OP	283.25
229622	SAMBATEK, INC	276.00
229623	SAX MOTOR CO	2,036.68
229624	SCHANER/JOSEPH	73.50
229625	SHERWIN-WILLIAMS/WILLISTON	134.78
229626	SHIPP/ROBERT	56.00
229627	SHOEMAKER/RANDY	73.50
229628	SIDNEY HERALD	73.84
229629	SINCLAIR CYBERNETICS, LLC	4,537.50
229630	SKARDA/TY	209.30
229631	SKILLPATH SEMINARS	597.00
229632	SPORTS AWARDS	55.70
229633	STEIN'S INC.	3,316.14
229634	STUART/KARI A	87.50

229635	SUMMIT FOOD SERVICE, LLC	5,553.81
229636	SWANSTON EQUIPMENT CO.	4,777.00
229637	TIMBER AUTO BODY	1,110.70
229638	TITANIUM PLUMBING	3,146.00
229639	TOOZ CONSTRUCTION, INC.	423,515.60
229640	TOTAL SAFETY U.S., INC.	25.00
229641	TRI-COUNTY IMPLEMENT, INC.	40.20
229642	TSCHETTER/KEITH	278.99
229643	UNDERGROUND VAULTS & STORAGE, INC.	8.35
229644	UNIFORM CENTER	524.98
229645	UNITED QUALITY COOPERATIVE	3,786.05
229646	US BANK NA DBA VOYAGER FLEET SYSTEMS	13,018.68
229647	VALLI INFORMATION SYSTEMS, INC	669.52
229648	VEEDER/EUGENE	48.72
229649	WATFORD CITY LUMBER	188.31
229650	WAWSA	201,124.29
229651	WESTLIE MOTOR CO.	13,819.64
229652	WOLF/PHILIP	133.00
229653	WRK SERVICES, LLC	180.00
229654	ZIPRECRUITER, INC.	1,665.00
229655	ZUGER KIRMIS & SMITH, PLLP	1,018.00
229656-229675	PAYROLL - FEBRUARY 21, 2020	754,749.27
229676	DAVID JOHNSON PROPERTIES LLP	1,000.00
229677	JORGENSEN/BARBARA	1,000.00
229678	NORSTOG ENTERPRISES, LLC	1,000.00
229679	SIMONSON/MARY	333.34
229680	ZUBKE/DENTON B.	333.33
229681	ZUBKE/MARGARET	333.33
2298464	ALEXANDER/CITY OF	17,685.40
2298465	BOSS OFFICE & COMPUTER PRODUCTS	132.52
2298466	GARRISON DIVERSION CONSERVANCY DIST.	32,022.20
2298467	L. YELLOWSTONE IRRIG. DIST. #2	168,590.43
2298468	MCKENZIE CO. AMBULANCE SERVICE	41,447.62
2298469	YELLOWSTONE SCHOOL DISTRICT #14	15,076.06

**OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS
MCKENZIE COUNTY, NORTH DAKOTA**

March 3, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on March 3, 2020. Present: Commissioners Tom McCabe, Howdy Lawlar, Kathy Skarda, Doug Nordby (by phone), and Gene Veeder, Auditor/Treasurer Johnsrud, and State's Attorney Skarda. Chairman McCabe called the meeting to order at 9:00 a.m.

Moved by Skarda, seconded by Veeder, to approve the February 2020 Minutes as amended. Minutes were amended to include CUPs are to be presented one additional time to the Board of County Commissioners after modification for final approval. All voting aye, motion carried.

Moved by Skarda, seconded by Nordby, to approve the bills as presented. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to approve the Commission Consent Agenda Items 1-5 as presented. All voting aye, motion carried. Items approved: 1. Set Public Hearing Date – Abatement Applications 4229-4231 – March 17, 2020 at 2pm CT; 2. Sick Leave Donation Requests – C. Votava & E. Guess; 3. Signature Authority – Missed Redemption County Deed from 2019 Foreclosure Process; 4. School Reorganization Board – Reappoint Eunice Christophersen and Beth Dahl to 3 year terms, expiring December 31, 2022; 5. Raffle Permit – MBI Energy Services – Drawing April 5, 2020.

Discussion was held on upcoming NDIC, PSC, and NDDOH hearings. McCabe received a ONEOK Bakken Pipeline additions packet. Code Enforcer Foster stated the Blue Buttes facility by Waste Management for disposal wells in on the March 26th NDIC agenda. Foster shared his concerns with the facility location. The Board asked for a draft letter to be presented on March 17th for Board review and approval.

Jessie Veeder Scofield, Long X Arts Foundation, have a presentation on the community impact and outreach from the Long X Art Foundation. Scofield asked for annual funding from the County for programming, which would allow for more free art programming or scholarships for kids, outreach into rural communities, and additional staffing for events. The Board consensus was in support of the project and for Scofield to present the request to the JDA.

Ari Johnson, Watford City Airport Board, updated the Board on the Watford City Airport Realignment project. Johnson stated the runway would be open this year and

closed the following year. The project is currently being bid out with bids to be opened on April 1. Johnson asked for the local funding range to any shortfall of the project. Veeder stated previous discussions included an additional \$5-6M in local match funding. Nordby suggested reaching back out to Senator Wardner to discuss any funding that may come from the State for the project. The consensus of the Board was to wait until bids were opened and represent the funding needed at the April 7th meeting for further discussion.

Bryan Roff, Prairie Woodlands Subdivision, discussed options with the Board for the creation of Special Assessment Districts. State's Attorney Skarda and Auditor/Treasurer Johnsrud requested additional time to put together a process for requests like this in the future. The Board consensus was to develop a process and to work to understand how other counties set up these districts.

A public hearing was held at 10:00a.m. on abatement applications. No persons were present for the hearing. Moved by Lawlar, seconded by Nordby, to approve Abatement Applications 4214-4215 and 4225-4228 as presented. All voting aye, motion carried.

Emergency Manager Jappe and Sheriff Johansen requested clarification on a grant that was recently submitted for two additional truck enforcement officers. Jappe asked if the Board would agree to funding the officers if partial funding was granted. Skarda stated she was committed to having extra truck enforcement and would support the funding if needed. Moved by Veeder, seconded by Skarda, to support the request for funding two additional truck enforcement officers if the grant request was not fully funded. All voting aye, motion carried.

Emergency Manager Jappe discussed with the Board her job duties and request for another FTE. Jappe stated she needed assistance staying on top of 7 grants that she currently monitors, as well as assistance with website updates, alerts, the multi-hazard mitigation plan, and other projects. Jappe requested a position similar to hers and someone who shares her passion. Veeder cautioned that duplication is perhaps not the direction and that the new position should support the manager, as a similar position could create additional tension. Veeder was supportive of an administrative assistant, as was budgeted for 2020. Moved by Veeder, seconded by Skarda, to move forward with the review of the administrative assistant position for Disaster Emergency Services as reflected in the 2020 budget. All voting aye, motion carried.

HR Director Weber presented an expanded salary schedule with 40 steps and steps 22-40 moving at 0.25% between steps. This schedule is similar to Mountrail County and Weber stated should accommodate McKenzie County. Moved by Veeder, seconded by Skarda, to approve the expanded salary schedule for 2021 as presented. All voting aye, motion carried.

Moved by Lawlar, seconded by Veeder, to approve the Extension Office Administrative Assistant DBM change from an A12 to B22 and to move K. Neprash from an A12 Step 21 to a B22 Step 16, effective the next pay period of March 15, 2020. All voting aye, motion carried.

Terry Guarrity and David Arndt, Homestead at Watford City Development, presented information to the Board regarding their project and infrastructure at the site. A proposal was submitted to the JDA Shovel-Ready program as well. The request to assist with funding to complete the infrastructure build of 8th Street and 11th Ave and requested a joint meeting with the City of Watford City, McKenzie County School District #1, and McKenzie County to discuss a timeline. Arndt stated the presentation is for additional information and clarification to the Board on their proposal.

Landfill Director Schreiber and PWD Kanwar presented information to the Board regarding the Landfill Scale Office and stated the scale house is currently sinking as is too small to accommodate the needs at the Landfill. Schreiber stated the current building was intended to be a short term solution when purchased in 2013. The request was for the Board to consider using the Design-Bid-Build method for this project instead of the CMAR process. Moved by Lawlar, seconded by Veeder, to build the landfill scale office through the Design-Bid-Build process in 2020. All voting aye, motion carried.

Jill Helmuth, Moore Engineering, and Greg Fischer, Shannon & Wilson, presented an update on the Long X Road and possible options for repair of the slides that are occurring. Kanwar stated no action was requested of the Board at this time but that he will gather more information on a possible re-route and bring that information back to the Board at a future date.

Renae Kuehl, SRF Consulting Group, presented information on the Roadway Safety Plan proposal for McKenzie County. SRF in 2014 reviewed 137 miles of road and 48 intersections. Skarda requested to be informed as a Board on the reports and information as the project progresses. Moved by Nordby, seconded by Veeder, to approve the Roadway Safety Plan Proposal with SRF at a cost of \$246,497. All voting aye, motion carried.

Assistant Engineer Mohamed requested to use the current Civil Science Construction Inspection Services contract if needed for 2020. The contract is valid through December 2020. SA Skarda reminded the Board and Engineer's Office to stay within the project scope and bidding requirements. Moved by Veeder, seconded by Skarda, to allow the continued use of the Civil Science contract if needed. All voting aye, motion carried.

Moved by Veeder, seconded by Nordby, to approve the Flatland Stockpile Agreement Extension as presented. All voting aye, motion carried.

Kanwar updated the Board on a fuel spill at the Grassy Butte shop. The estimated cost for cleanup is \$60,000. Cameras and switches are being installed on the site at this time.

Moved by Lawlar, seconded by Skarda, to approve the chairman to sign the material testing task agreement with Brosz Engineering as presented for \$126,000. All voting aye, motion carried.

Discussion was held on the Alexander Shop. Moved by Nordby, seconded by Lawlar, to rescind the previous motion to purchase the land in Alexander for a County Shop and to allow additional time to follow proper procedures. McCabe stated he had talked to the City of Alexander and Alexander Planning & Zoning and had no feedback. All voting aye, motion carried. Skarda asked the need for 80 acres for the project as the shop in Watford City is 33 acres. Lawlar asked why the County would purchase creek property that would not be usable. Kanwar stated could possibly move to 40 acres and stated he currently has 6 employees stationed at Alexander and that this would be the place for future expansion if needed. Lawlar requested to see plans and ideas prior to purchasing land. Kanwar stated the building would be sided similarly to the Cartwright shop. Kanwar requested to allow the Board Chairman to negotiate with the landowner. SA Skarda reminded the Board that the chairman can gather information but cannot bind the Board by agreement. Discussion was held on using a real estate broker. ROW Agent Vandervorste is a licensed realtor and would be able to perform the needed work. SA Skarda stated it was important to run title, get title insurance, and follow the legal procedures. Moved by Veeder, seconded by Skarda, for ROW Vandervorste to work on the land acquisition and work through Chairman McCabe as the contact for negotiations and to bring information back to the Board for discussion. All voting aye, motion carried.

Moved by Skarda, to appoint Jeff Shaffer to the Building Committee of the Alexander Shop. Prior to a second of the motion Kanwar requested to appoint Bob Hansen if Shaffer is not available. Auditor/Treasurer Johnsrud suggested Kanwar to determine the committee and come back to the board for approval at the next meeting. Motion died for lack of second.

ROW Agent Vandervorste updated the Board on various County road projects including County Route 2, County Route 12 and 107th, County Route 55, 113th and 33rd (Demick Lake), 22nd St culvert, 23rd St Reconstruction, 41st Street in Hawkeye Township, County Route 53, and County Route 34.

Nordby left the meeting at 1:09 p.m.

Moved by Skarda, seconded by Veeder, to approve signature authority of the chairman for the Minor Bridge Replacement Task Orders with SRF as presented. All voting aye, motion carried.

Moved by Lawlar, seconded by Skarda, to approve signature authority of the chairman for the Transportation Planning Task Order with SRF. All voting aye, motion carried.

PWD Kanwar presented updates to the 2020 and 2021 Capital Improvement Plan (CIP). Skarda asked if Kanwar has met with any landowners on these new projects and Kanwar stated he has not yet. Moved by Veeder, seconded by McCabe, to approve the updated CIP as presented. Board discussion was held on the ability to change the CIP if needed. All voting aye, motion carried.

Kanwar requested to being the design process for County Route 1 and requested to use the same consultant as for County Route 2. SA Skarda stated the project would have to be bid out. Kanwar stated this process can be lengthy for the RFQs. Board consensus was to follow the full process and not skip bidding steps.

Moved by Skarda, seconded by Veeder, to approve the 107th NW Task Order with KLJ for \$459,755. Skarda requested Kanwar to review publications for the newspaper prior to publication. All voting aye, motion carried.

SA Skarda reported he had all of the signed agreements from landowners for the possible fairgrounds relocation. McCabe stated a presentation will be made at the March 17 board meeting.

Moved by Veeder, seconded by Lawlar, to approve the Security Handbook and Emergency Procedures and Evacuation Plans as presented. All voting aye, motion carried.

The meeting recessed at 1:41 p.m. until March 17, 2020, at 1:00 p.m.

March 17, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on March 17, 2020. Present: Commissioners Doug Nordby, Gene Veeder, Howdy Lawlar, Tom McCabe, and Kathy Skarda. Also present Auditor/Treasurer Johnsrud and State's Attorney Skarda. Chairman McCabe called the meeting to order at 1:00 p.m.

Moved by Skarda, seconded by Nordby, to approve the bills as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to approve the Treasurer's Report for the period ending February 29, 2020, as presented. All voting aye, motion carried.

Moved by Nordby, seconded by Veeder, to approve the Commission Consent Agenda Items 1 through 5 as presented. All voting aye, motion carried. Items approved: 1. Reappoint Jay Lewis to the Weed Control Board – 4 year term expiring June 30, 2023; 2. Signature Authority – Alexander Law Enforcement Memorandum of Understanding; 3. Set Public Hearing – Abatement Application 4216-4217, 4232-4234 – April 6, 2020, at 10:00 a.m. CT; 4. Out of State Travel Request – M. Hellandsaas – 4H Leader Trip to Black Hills – April 17-19; 5. Signature Authority – Speed Enforcement Grant Application.

Skarda requested to remove Items 7, 10, and 12 from the Planning & Zoning Consent Agenda. Lawlar requested to remove Items 8 and 9 from the Planning & Zoning Consent Agenda. Moved by Veeder, seconded by Lawlar, to approve Planning & Zoning Consent Agenda Items 1 through 6, 11, and 13. All voting aye, motion carried. Item List: **1. Hartel East Reservoir #02-20CUP** Staff recommends approval of Conditional Use Permit #02-20CUP, Hartel East Reservoir to the County Commission to allow the construction of up to 695ac/ft clay lined reservoir and 20' pipeline that would connect this new reservoir with their existing Hartel West Reservoir (#0007-17 Administratively Approved CUP) to store water for industrial uses. Adopt the findings and conditions as provided in the staff report. **2. Dustin Jordan/Dire Wolf Ridge #02-20SUB** Staff recommends approval of #02-20SUB to the County Commission to allow Dustin Jordan to develop a Minor Subdivision dividing a portion of his 160 acres into three 5.44 acre lots and one 5 acre lot for a total of 4 lots to be located at Section 1, Township 149N, Range IO0W, [Parcel #350000550 in McKenzie County, ND. Adopt the findings and conditions as provided in the staff report. **3. Dustin Jordan #06-20CUP** Staff recommend approval of Conditional Use Permit #06-20CUP to the County Commission to allow Dustin Jordan to build one home per lot for a total of four homes within Dire Wolf Ridge subdivision. Located at Section 1, Township 149N, Range IO0W, Parcel #350000550 in McKenzie County, ND. Adopt the findings and conditions as provided in the staff report. **4. Watford City Park District/McKenzie county Athletic Park #02-20VAR** Staff recommends that Variance #02-20 for the Watford City Park District to waive the requirement to pave the parking area for the McKenzie County Athletic Park be recommended for approval and additionally, all associated fees be waived by the County Commission. Adopt the findings and conditions as provided in the staff report. **5. Selland Construction Scoria Pitt #05-20CUP** Staff recommend approval of Conditional Use Permit #05-20CUP, Selland Construction, to the County Commission to allow the development of the scoria pit. Adopt the findings and conditions as provided in the staff report. **6. Delta Constructors LLC #07-20CUP** Staff recommends approval of Conditional Use Permit #07-20CUP, Delta Constructors LLC, to the County Commission to allow the applicant to come into compliance with a CUP and replace the aged, dilapidated workforce housing units with new units. Going from 112 beds down to 66 beds plus one 60X60 temporary modular office building with an expected duration of the office building of 3-5 years. Adopt the findings and conditions as provided in the staff report. **11. Erick & Trudi Skedsvold #01-20SUB** Staff recommend approval of #01-20SUB to the County Commission to allow Erik and Trudi Skedsvold to split their current 15.33 acre lot into two (2) lots, selling 5.85 acres to the

renter with the house. Adopt the findings and the conditions as provided in the staff report. **13. P&Z Board Member Vacancy** - There were 4 names to consider for the P&Z Board vacancy Cody Knetzger, Warren Hovland, Danial Richmond, Lindsey Perusich which was vacated by Les Haugen. The Board recommends to the County Commission to appoint Cody Knetzger to the Planning & Zoning Board for a three (3) year, nine (9) month term beginning April 1, 2020 and ending January 31, 2024.

Discussion was held on Planning & Zoning Consent Agenda **Item 7 - Reed & Bernadine McCandless #01-20VAR** (Staff recommend approval of Variance 01-20VAR, Reed and Bernadine McCandless to the County Commission to allow them to park their Semi and Tractor on the property for personal use only. Accept the findings and conditions as provided in the Staff Report). Skarda stated Huus asked her to pull this item. Huus stated he meant Items 8 and 9 and not Item 7. Discussion was held on Planning & Zoning Consent Agenda Items 8, 9, and 10 (**Item 8 - Ken Charpentier #01-20ZC**). Staff recommend Denial of Zone Change #01-20ZC to the County Commission to allow the Zone Change from Agriculture to Light Industrial. Adopt the findings and conditions as provided in the staff report. **Item 9 - High Torque Trucking #03-20CUP** Staff recommend approval of Conditional Use Permit #03-20CUP, High Torque Trucking, to the County Commission to allow the continued operation of the trucking company. Adopt the finding and conditions as provided in the staff report. **Item 10 - Chris Miskin Mayhem #08-20CUP** Staff recommend approval of Conditional Use Permit #08-20CUP Chris Miskin Mayhem, to the County Commission to allow the continued operation of the trucking company. Adopt the findings and conditions as provided in the staff report.). Lawlar asked if these two items required a reclamation bond and that answer given was yes. Veeder asked for the discussion to go back to the Planning & Zoning Board but agreed in these cases the reclamation bond wasn't needed for a single truck. Huus pointed out that Item 8 is a denial. Moved by Lawlar, seconded by Veeder, to remove the requirement for a reclamation bond (condition number 15) for Planning & Zoning Consent Agenda Items 9 and 10 and to approve as presented. All voting aye, motion carried. Moved by Veeder, seconded by Lawlar, to approve Item 7 as presented and deny Item 8 as presented. All voting aye, motion carried.

Discussion was held on Planning & Zoning Item 12 (**Item 12 - Reclamation Bond Waiver Ordinance** Staff recommend approval of the Reclamation Bond Waiver Ordinance Amendments to the County Commission. Adopt the Amendment as provided for Section 1.4.2, Subsection 16 of Section 3.4.3 and Section 4.10.). Discussion was to make sure the landowners understand what they may be entering into if the reclamation bond is waived as far as liner failures, problems with damage due to washouts, and that the landowner would be responsible. Huus stated that the permit process requires the landowners to sign off on the agreement and that pitfall of such an agreement are made known to the landowners. Moved by Veeder, seconded by Skarda, to approve Planning & Zoning Item 12 as presented. All voting aye, motion carried.

Code Enforcer Foster discussed with the Board the letter in opposition to the disposal site in Blue Buttes. Foster requested approval to write a letter in opposition to the project based on the project's location. Veeder stated he wants to be sure the County refrains from comments on the science behind the process and to focus only on the safety of the aquifer/water and location. Moved by Veeder, seconded by Nordby, to authorize the chairman to sign a letter to the NDIC regarding the aquifer concerns of this project pending SA Skarda review and approval. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to provide a letter of support for the WBI pipeline project that crosses the lake. Foster will draft a letter to be presented at the April 7 meeting. All voting aye, motion carried.

Lee Geiger, Grassy Butte Fire Chief, requested funding for a new fire truck at a cost of \$155,000 to include additional tools needed. Moved by Veeder, seconded by Skarda, to approve \$155,000 to the Grassy Butte Fire Department through a Joint Powers Agreement. All voting aye, motion carried.

Luke Taylor, WC Airport, along with staff from KLJ, joined the meeting via phone conference to discuss the airport realignment project. There are currently \$20.5M in funds committed to the project. The bids will be opened on April 1 at the KLJ office in Bismarck. The Board was in support of the project and funds can be transferred through a Joint Powers Agreement. The Airport Board will come back once bids are opened and more information is known about budget shortfalls.

A public hearing was held at 2:00pm on abatement applications. No persons of the public were present for this hearing. Moved by Nordby, seconded by Skarda, to approve Abatement Applications 4229-4231 as presented. All voting aye, motion carried.

Discussion was held on the fairgrounds relocation project. The Fair Board Building Committee (Chris Kubal, Brenda Lautenschlauger, Tim Jorgenson, Heidi Brenna, and Todd Mitzel) gave a presentation on the land site options and provided a recommendation to move forward with Site D. Moved, by Nordby, seconded by Skarda, to survey Site D to determine the final acreage and to bring it back to the next Board meeting for purchasing approval. All voting aye, motion carried.

Robin Arndt and Justin Johnsrud, Watford City Park District, presented information on the past use of the park district facilities and the need for the new athletic field. The total request to the County is for \$4.4M plus approximately \$300,000 for costs associated with getting water to the site. Arndt stated they will also be working on a capital campaign to raise additional funding for the project. Lawlar requested to send this out for bid and then come back for funding. Board consensus was to support the project and to come back with options once final numbers are known.

Moved by Lawlar, seconded by Skarda, to approve the Burns and McDonnell contract for professional services for the Landfill Scale Office building for \$202,000 and to authorize the chairman to sign. All voting aye, motion carried.

Moved by Lawlar, seconded by Veeder, to set the Landfill Scale Office Building Building Committee as Commissioners McCabe and Lawlar, Keith Buck, Rick Schreiber, Bob Hansen, with Maurine Collison as the alternate. All voting aye, motion carried.

Moved by Veeder, seconded by Nordby, to appoint Jeff Shaffer, Blaine Karst, Nathan Dekker, Tom McCabe, Bob Hansen, and Keith Buck as the Alexander Shop Building Committee. All voting aye, motion carried.

Moved by Veeder, seconded by Nordby, to approve the request to add a smart board to the Fleet Manager office for \$2,452.57. All voting aye, motion carried. Chief Deputy Wellen stated there may be an extra at the LEC.

Moved by Nordby, seconded by Skarda, to authorize the chairman to sign the ICON contract amendment for the fairgrounds site visits as presented. All voting aye, motion carried.

HR Director Weber requested the approval of third party vendors to speak with County employees regarding their products. The Board consensus was to approve the meetings as long as they took place after hours and not while compensating employees for work time.

Weber requested, on behalf of Public Works, to hire a Fleet Parts Technician instead of a Diesel Mechanic. Weber stated this position would be solely in the parts room keeping inventory and the like and would allow the Shop Foreman to be on the floor overseeing the work being done. Weber stated there may be a need in the future for a Mechanic, so this wouldn't necessarily remove that request in the future. Lawlar asked what the Fleet Manager does for job duties. Kanwar stated the Fleet Manager is not in the shop and parts room every day but is looking at software maintenance, records, registrations, and trying to get caught up. Moved by Nordby, seconded by Veeder, to approve the hiring of a Fleet Parts Technician as a B23 instead of a Diesel Mechanic at a B25. Roll call vote: Skarda, nay; Nordby, aye; McCabe, aye; Lawlar, nay; Veeder, aye. With 3 votes aye and 2 votes nay, motion carried.

Weber discussed with the Board internal recruitment pay increases and requested a pay increase for an employee from a B21 Step 1 to B21 Step 3 for a new position within the same department. Weber also requested the Handbook Committee to add more guidance on the policy for internal candidate transfers. Nordby stated the Board and Compensation Committee worked very hard to make similar type jobs all fall within the same bank and pay scale and stated concerns about constant moving in departments within the same job band with pay increases. Nordby stated this would

move the County back to when there were no job descriptions or a pay scale and that if an employee was moving within the same band they should not receive a pay increase. Weber stated if this were an external candidate they would be hired as a B21 Step 5 and if this employee quit they could be rehired as a B21 Step 3. Lawlar agreed with Nordby that this would throw out much of the work that has been done by the Compensation Committee over the years. Nordby stated approving an increase in steps within the same band will only cause discord within the departments. Skarda stated the Board did not approve the position of a Planning & Zoning Technician, but approved a Code Enforcer/Planner/Building Inspector and that she is not in support of this position. Moved by Lawlar, seconded by Skarda, to deny the Planning & Zoning Technician position as presented. All voting aye, motion carried.

Weber discussed overtime pay for MCSO deputies working grant shifts. Johnsrud discussed the previous Board action on this topic. Further discussion is needed on this topic along with legal guidance before a decision can be made.

Moved by Nordby, seconded by Skarda, to approve the 2020 Burn Ban as presented. All voting aye, motion carried.

2020 FIRE EMERGENCY AND BURN BAN FOR McKENZIE COUNTY, NORTH DAKOTA

WHEREAS, McKenzie County, North Dakota has very dry conditions with significant fuel supplies available; and

WHEREAS, McKenzie County, North Dakota has sustained or been threatened with rural fires as of this date, and the McKenzie County Department of Emergency Services has been in consultation with local fire departments; and

WHEREAS, all available resources remain committed to protecting life and property; and

WHEREAS, the cost of response, inordinate equipment wear and fire damages may be in excess of County resources.

NOW THEREFORE, BE IT RESOLVED, that the Board of McKenzie County Commissioners declare a Fire Emergency and Burn Ban to include a ban on ignition of fireworks, garbage burning, campfires, burning of farm or crop land and unnecessary off-road motorized travel when the North Dakota Rangeland Fire Index is in the High, Very High, or Extreme category and/or a Red Flag Warning has been issued for McKenzie County, North Dakota. The North Dakota Fire Danger rating map can be found at the following web site:

<https://www.ndresponse.gov/burn-ban-restrictions-fire-dangermaps#burnbanmap>

ANY INDIVIDUAL WHO WILLFULLY VIOLATES THE BURN BAN IS GUILTY OF A CLASS B MISDEMEANOR (NDCC 37-17.1-10.1; MAXIMUM SENTENCE OF 30 DAYS IN JAIL AND A \$1500 FINE), AND RESTITUTION OF FIRE SUPPRESSION COSTS MAY BE SOUGHT FROM THE COURT.

A discussion was held on the COVID-19 pandemic. Emergency Manager Jappe presented a press release that will be going out and that she would like to open an Emergency Operations Center (EOC). Weber presented information on departmental guidance for business travel, limiting public contact, and allowing modified work schedules. Johnsrud requested to be the point of contact with Armor Interactive regarding getting employees set up to work from home. The Board consensus was to limit business travel and allow the department heads to determine best practices for their departments. The Board also discussed employee leave in the case of positive tests of employees and family members. Building closures were discussed for County facilities. SA Skarda stated that jury trials were cancelled until April 24 at this time. The Board consensus was for the County buildings to remain open at this time and limit exposure to employees from the public. Moved by Nordby, seconded by Skarda, to grant an additional 80 hours to employees to comply with the recommendation or order by a public official or health care provider to quarantine due to exposure to or symptoms of coronavirus, or to care for a family member who is in quarantine based on a recommendation or order due to exposure to or symptoms of coronavirus and to tie the definition of self-quarantine to the CDC guidelines. All voting aye, motion carried.

Skarda requested to have a discussion with PWD Kanwar regarding travel and accident data for county roads on the CIP. Skarda also requested information on County Routes 53, 55, and all others on the CIP including the cost, lifespan of the roads when built and currently, as well as a budget on each project and the final cost. Kanwar stated many of the roads are too new to know if they are performing as designed.

Moved by Nordby, seconded by Lawlar, to approve the stockpile agreement extensions for N. Dekker and C. Murray as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to award the low bid for 2020 Aggregate Stockpiles to River Aggregates II for \$2,452,750. All voting aye, motion carried.

Moved by Lawlar, seconded by Skarda, to authorize the chairman to sign and approve the 2020 Aggregate Stockpile Agreement as presented. All voting aye, motion carried.

Kanwar provided an update on the County Route 12 and 107th Ave and County Route 55 projects. Kanwar stated the meetings went well and support was given for the projects, including good extension points and stop points. Veeder agreed it was a good process and that he appreciated the input he received. Kanwar stated all easements were signed for County Route 12. Skarda asked Kanwar to verify that all easements had been obtained. Johnsrud requested a map of the realignments proposed by

Kanwar regarding the extensions near the church that was discussed. Kanwar will update the CIP for the next meeting to include a map for clarification.

Kanwar requested the ROW Agent and Chairman to work on possible locations for future shops in Grassy Butte and Keene. Kanwar requested a minimum of 20 acres at each location. Moved by Veeder, seconded by Skarda, to allow the ROW Agent and Chairman to pursue land options for Grassy Butte and Keene possible shops. SA Skarda reminded the Board that the Chairman cannot purchase the land and that the decision needs to come to the Board. All voting aye, motion carried.

Kanwar requested consent agenda items for signatures on task agreements. Lawlar and Skarda requested to hear about them separately and to not place them on the consent agenda.

Johnsrud stated the RFPs for appraisal services on the former County Shop and Weed Shop buildings were due March 20. Lawlar stated the WC Fire Department may be looking for additional space for a training ground at the former County Shop location.

No action was taken on the Carmen Store liquor and beer licenses as the Board decided to wait to hear back from the township first.

Chairman McCabe asked for a motion to close the meeting and enter into Executive Session for attorney consultation on Woodrock Litigation pursuant to NDCC § 44-04-19.1(2). Moved by Skarda, seconded by Nordby, to enter into Executive Session for attorney consultation. Roll call vote: Skarda, aye; Nordby, aye; McCabe, aye; Veeder; aye; Lawlar, aye. Motion carried.

Executive Session began at 5:53 p.m. and was attended by Commissioners Lawlar, McCabe, Nordby, Skarda, and Veeder; State's Attorney Skarda, Auditor/Treasurer Johnsrud, PWD Kanwar, and Attorney Brian Schmidt (by phone).

Executive Session was adjourned at 6:07 p.m. The public was invited to return to the meeting room and the meeting returned to open session.

Moved by Nordby, seconded by Skarda, to follow the advice of counsel on the Woodrock Litigation. All voting aye, motion carried.

Chairman McCabe asked for a motion to close the meeting and enter into Executive Session for attorney consultation on Auburn Ridge and Bison Run Abatement Litigation pursuant to NDCC § 44-04-19.1(2). Moved by Veeder, seconded by Nordby, to enter into Executive Session for attorney consultation. Roll call vote: Skarda, aye; Nordby, aye; McCabe, aye; Veeder; aye; Lawlar, aye. Motion carried.

Executive Session began at 6:09 p.m. and was attended by Commissioners Lawlar, McCabe, Nordby, Skarda, and Veeder; State's Attorney Skarda, and Auditor/Treasurer Johnsrud.

Executive Session was adjourned at 6:13 p.m. The public was invited to return to the meeting room and the meeting returned to open session.

Moved by Veeder, seconded by Skarda, to follow the advice of counsel on the Auburn Ridge and Bison Run Abatement Litigation. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to approve and authorize the chairman to sign the Emergency Declaration for the COVID-19 pandemic. All voting aye, motion carried.

PUBLIC HEALTH EMERGENCY FOR MCKENZIE COUNTY, NORTH DAKOTA

WHEREAS, McKenzie County, North Dakota is experiencing the impact from a Virus outbreak and local resources are exhausted; and

WHEREAS, McKenzie County, North Dakota, has determined as of this date, the public is at risk and the McKenzie County Department of Emergency Services has been in consultation with UMDHU and ND Department of Emergency Services and;

WHEREAS, all available resources remain committed to protecting life and property; and

WHEREAS, the impact of this virus outbreak could threaten the health, well-being, and safety of the citizens of McKenzie County; and

WHEREAS, the cost of response, and support may be in excess of County resources.

NOW, THEREFORE, BE IT RESOLVED, that the Board of McKenzie County Commissioners declare a Health Emergency as a result of the outbreak currently occurring in McKenzie County, and hereby declare all necessary resources be acquired to help assist with this emergency.

The meeting adjourned at 6:20 p.m. until March 20, 2020, at 9:45 a.m.

Special Meeting March 20, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on March 20, 2020. Present: Commissioners Doug Nordby, Gene Veeder, Howdy Lawlar, Tom McCabe, and Kathy Skarda. Also present Auditor/Treasurer Johnsrud and State's Attorney Skarda. Chairman McCabe called the meeting to order at 9:45 a.m.

The purpose of the meeting was to discuss the lock of county building doors to the public in response to the COVID-19 pandemic.

Discussion was held to close to the general public with employees still reporting to work and business being done through phone, email, and mail. Consensus was not appointments at this time. Moved by Lawlar, seconded by Skarda, to lock all county building doors until further notice with employees reporting to work and contact with the public through email, mail, and phone. All voting aye, motion carried.

The meeting adjourned at 9:58 a.m. until March 23, 2020, at 8:30 a.m.

Special Meeting March 23, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on March 23, 2020. Present: Commissioners Doug Nordby, Gene Veeder, Howdy Lawlar, Tom McCabe, and Kathy Skarda (all by phone). Also present Auditor/Treasurer Johnsrud and State's Attorney Skarda. Chairman McCabe called the meeting to order at 8:30 a.m.

The purpose of the meeting was to discuss a letter to the NDIC regarding the retraction of a letter submitted by Planning Director Huus in regard to Waste Management and KT Enterprises NDIC docket.

Moved by Nordby, seconded by Skarda, to approve the letter as presented. Discussion was held on who would sign the letter. Nordby will stop by and sign it in person. All voting aye, motion carried.

The meeting adjourned at 8:33 a.m. until March 27, 2020, at 11:00 a.m.

Special Meeting March 27, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North

Dakota on March 27, 2020. Present: Commissioners Doug Nordby (by phone) , Gene Veeder (by phone), Howdy Lawlar (by phone), Tom McCabe, and Kathy Skarda (by phone). Also present Auditor/Treasurer Johnsrud and State's Attorney Skarda. Chairman McCabe called the meeting to order at 11:00 a.m.

The purpose of the meeting was to discuss a letter to the Frost Laws on the County Road System and the June 9, 2020, Primary Election Voting Location Resolution.

Nordby reported that Governor Burgum lifted the State Frost Laws as part of the COVID-19 response but there was no impact to county roads. The question before the Board today was to determine the position of McKenzie County and report the decision to the LoadPass system, which will be meeting later this day. Permitting Specialist Pickering stated that Mountrail County would not be following the State guidelines. Nordby stated it was appropriate to follow the lead of the other counties. Dunn County and Ward County are also not lifting their frost restrictions at this time. Veeder stated McKenzie County should keep consistent with neighboring counties. Discussion was held to open restrictions for farmers to move commodities to market. Nordby stated he had talked to Kanwar who reported the frost laws typically come off around May 1st. Kanwar stated that if the restrictions can remain in place for two additional weeks they could possibility be lifted at that time. Moved by Nordby, seconded by Lawlar, to leave the road restrictions in place for the next two weeks but to allow exemptions for the ag community. All voting aye, motion carried.

Moved by Veeder, seconded by Nordby, to approve the resolution for the June 9, 2020, Primary Election as presented. All voting aye, motion carried.

McKenzie County Resolution Regarding June 9th 2020 Primary Election Process

The McKenzie County Commission operating under their authority provided by NDCC § 16.1-04-02 & 16.1-11.1-01 and in consideration of the Governor's declared emergency in response to the COVID-19 pandemic hereby declares by resolution that all previous County polling locations shall be consolidated into a minimum of one location for the June 9th 2020 primary election located at 213 2nd St NE, Watford City, ND (Civic Center) and 215 Main St, Mandaree, ND (Mandaree School Business Office).

The County Commission hereby grants authority to the County Auditor in their discretion to additionally suspend the polling location(s) if State or Federal law otherwise suspends the polling location requirement.

In addition to the minimum of one polling location in the County, the County Auditor shall ensure at least one additional voting location is present on tribal land unless another alternative is agreed to by the respective Tribal Chair.

The County Commission further declares under their authority provided by NDCC § 16.1-11.1-01 to the greatest extent possible for the county to conduct the June 9th 2020 primary election by way of mail in ballot. The Commission encourages all qualified citizens to take every opportunity to vote by mail ballot prior to the June 9th 2020 Election.

So ordered.

The meeting adjourned at 11:21 a.m. until March 31, 2020, at 3:00 p.m.

Special Meeting March 31, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on March 31, 2020. Present: Commissioners Doug Nordby (by phone), Gene Veeder (by phone), Howdy Lawlar, Tom McCabe, and Kathy Skarda (by phone). Also present Auditor/Treasurer Johnsrud and State's Attorney Skarda. Chairman McCabe called the meeting to order at 3:00 p.m.

The purpose of the meeting was to discuss the Families First Coronavirus Response Act (FFCRA) and to provide additional guidance to department heads regarding employees.

HR Director Weber discussed the FFCRA that goes into effect on April 1, 2020. Nordby asked how the previous Board approved policy Weber stated he had conversations with other HR professionals who recommended the Board rescind the previous policy and work directly with the new law at this time. State's Attorney Skarda stated the FFCRA also includes daycare and school closures, which were not covered in what the Board previously approved. Moved by Nordby, seconded by Lawlar, to rescind the previous coronavirus/COVID-19 policy approve March 17, 2020, and follow the new FFCRA law. All voting aye, motion carried.

Discussion continued with specific questions from Weber regarding different scenarios. The first question was whether or not the County wanted to allow employees to take intermittent leave while working remotely or if employees were required to use the leave in full day requirements. Questions were asked regarding the ease of payroll for this scenario as well as the cost for the expanded leave. Weber stated that the cost depends on the reason the employee is out and is either capped at \$200/day or \$511/day. Auditor/Treasurer Johnsrud stated intermittent leave would allow employees to extended the leave to more than 12 weeks. Weber stated, yes, it is 480 hours over that time period and that he was unsure how many employees may be using this expanded FMLA. McCabe suggested seeking input from the department heads before making a final decision. Weber stated no decision was needed today and that until a formal decision had been made that intermittent leave would not be an option. Board

consensus was to make the final decision on April 7. The second question was if employees could use the expanded FMLA intermittently while working at their usual worksite. The Board consensus was to treat this the same as the first question and get feedback from department heads before making a final decision and that no intermittent leave was allowed at this point in time. The third question was if the County would allow employees to use existing paid leave to supplement the amount they receive from the emergency paid sick leave or expanded sick leave. Nordby stated at this time it should just be the amount allowed and to not supplement so that employees will still have their bank of leave to use for later use. The rest of the Board agreed that existing paid leave banks could not be used to supplement expanded or emergency sick leave. The final question was if employees could request donated time to put towards expanded FMLA paid leave. The Board consensus was that donated time could not be put towards this new FMLA paid leave and employees need to save their sick time in case they need it personally.

Discussion was held on additional guidance to department heads regarding employees. Johnsrud stated no decision is needed today but is more to prompt discussion of how the Board wants to handle incidents. Weber asked if employees can use sick or vacation leave for any reason now to make sure they are covered in the case they are out for an extended period of time. Board consensus is not to change the categories at this point in time. Weber asked if department heads are allowed to send home employees exhibiting symptoms and if we will allow those employees to use the emergency sick leave. Veeder stated the answer was yes to both of those questions. Board consensus was the supervisor should have the ability to send the employee home if they are sick. Weber asked what sort of documentation employees needed to provide to prove they meet the qualification for the new leave. SA Skarda cautioned about requiring test results and to not violate HIPAA laws. Veeder stated the County does not want to add to the health system stress by sending people to get tested and asked if there were repercussions for employees not being truthful with information on the form. Weber stated he would add a statement to the policy that if an employee is misusing the policy and not being truthful they could be subject to disciplinary action. Board consensus was to add that statement into the policy. Board consensus was for employees to remain home until a diagnosis is received if someone in their household was exhibiting symptoms but the employee was not.

The Board discussed what would happen if an employee tests positive and the consensus was that those in close contact with that employee would be quarantined as recommended by the ND Department of Health. Nordby and Veeder both stated that contract tracing would be done. Nordby stated employees should not be going into other places if not necessary and should stay at their desk and refrain from contact with other employees and should not be roaming around in different departments. Weber asked if the entire department could work remotely. Skarda stated this was not the right approach either and that she was also not in favor of 4 10-hour days. Nordby said the only change to reporting to work would be if the Governor ordered a shelter in place but until that time the current recommendations are to separate by at least 6 feet between

people, sanitize countertops, and wash hands. Lawlar stated there are ways to get equipment to employees to work remotely should they be quarantined and those can be dealt with when they occur. Veeder asked Johnsrud to send out an email asking office staff to be more diligent in cleaning their personal workspaces and to take personal responsibility to follow established guidelines. Veeder expects department heads to come up with scenarios where it won't work for people to report to work and bring those to the Board. Board consensus was that employees need to report to work and if the department head feels employees need to work remotely that it come before the Board for discussion and final decision.

The meeting adjourned at 3:57 p.m. until April 7, 2020, at 9:00 a.m.

Erica Johnsrud, Auditor/Treasurer

Thomas McCabe, Chairman

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Amount</u>
30320	FIRST INTERNATIONAL BANK	10.00
30520	BLUE CROSS BLUE SHIELD OF ND	152,261.23
30920	FIRST INTERNATIONAL BANK	66.00
31220	BLUE CROSS BLUE SHIELD OF ND	89,814.39
31720	BLUE CROSS BLUE SHIELD OF ND	3.00
31920	BLUE CROSS BLUE SHIELD OF ND	36,450.13
32420	BLUE CROSS BLUE SHIELD OF ND	3.00
32620	BLUE CROSS BLUE SHIELD OF ND	40,746.18
44201	UPPER MISSOURI DIST. HEALTH UNIT	290.51
44202	WATFORD CITY/CITY OF	100.00
44401	ALEXANDER PARK DISTRICT	2,707.96
44402	ALEXANDER RURAL FIRE DISTRICT	137,308.87
44403	ALEXANDER SCHOOL DIST. #2	2,260,770.67
44404	ALEXANDER TWP.	68,573.12
44405	ANTELOPE CR. TWP.	6,183.38
44406	ARNEGARD PARK DISTRICT	7,732.62
44407	ARNEGARD RURAL FIRE PROTECTION DIST.	63,416.98
44408	ARNEGARD TWP.	86,405.83
44409	ARNEGARD/CITY OF	19,037.69
44410	BLUE BUTTES TWP.	49,334.67
44411	CHARBON TWP.	126,872.45
44412	EARL SCHOOL DIST. #18	21,440.50
44413	ELM TREE TWP.	234,907.03
44414	GRAIL TWP.	46,398.42
44415	GRASSY BUTTE FIRE DISTRICT	13,274.49
44416	HAWKEYE TWP.	208,722.37
44417	HORSE CREEK RURAL FIRE DIST.	12,124.64
44418	HORSE CREEK SCHOOL DIST. #32	87,395.78
44419	KEENE TWP.	76,640.02
44420	MANDAREE SCHOOL DIST. #36	14,203.29
44421	MCKENZIE CO. FIRE PROT. DIST.	716,043.50
44422	MCKENZIE CO. HISTORICAL SOCIETY	46,434.02
44423	MCKENZIE CO. SD#1	11,661,321.28
44424	MCKENZIE SOIL CONS. DIST.	442,228.16
44425	ND STATE TREASURER	235,437.65
44426	NEW TOWN PUBLIC SCHOOL DIST.	216,999.92
44427	NEW TOWN RURAL AMBULANCE DIST.	11,469.80
44428	NEW TOWN RURAL FIRE DEPT.	11,469.80
44429	RANDOLPH TWP.	4,286.07
44430	RIVERVIEW TWP.	20,017.75
44431	SIOUX IRRIGATION DISTRICT	8,826.60
44432	SIOUX TWP.	22,025.73
44433	SIOUX-YELLOWSTONE RURAL FIRE DIST.	24,561.84
44434	TRI TWP	20,206.10
44435	TWIN VALLEY TWP.	132,545.34
44436	UPPER MISSOURI DIST. HEALTH UNIT	181,317.57
44437	WATFORD CITY MUNICIPAL AIRPORT	37,639.06
44438	WATFORD CITY PARK DISTRICT	549,276.30

44439	WATFORD CITY/CITY OF	1,568,075.29
44440	WILLISTON FIRE PROTECTION DISTRICT	4,895.83
44441	WILLISTON VECTOR CONTROL DIST.	65.34
44442	YELLOWSTONE PUMPING IRRIG. DISTRICT	194.83
44443	YELLOWSTONE SCHOOL DISTRICT #14	310,187.70
44444	YELLOWSTONE TWP.	93,205.90
44445	WATFORD CITY/CITY OF	100.00
229683	A & A LANDSCAPE & MAINTENANCE OF ND, LLC	515.58
229684	ABL MOBILE LOCK & SAFE	80.00
229685	ACME TOOLS	77.38
229686	ADVANCED BUSINESS METHODS	1,260.13
229687	AIRTEQ SYSTEMS	2,644.05
229688	ALLEGIANCE COBRA SERVICES, INC.	331.50
229689	ALLEGRA OF BOZEMAN	421.78
229690	AMAZON CAPITAL SERVICES	1,664.36
229691	AMAZON/SYNCB	5,337.02
229692	AMERICAN WELDING & GAS	408.51
229693	ARMOR INTERACTIVE	45,081.63
229694	AWS	6,645.00
229695	BADLANDS HARDWARE	602.52
229696	BADLANDS OCCUPATIONAL TESTING SERVICES	76.00
229697	BAKER & TAYLOR	1,002.91
229698	BALCO UNIFORM COMPANY, INC.	6,672.06
229699	BASIN SAFETY CONSULTING	267.86
229700	BAUMAN/JOSEY	84.00
229701	BIG BOYS TOYS	3,614.91
229702	BLUE BUTTE AGGREGATES	1,046.50
229703	BORDER STATES ELECTRIC	22.74
229704	BORDER STEEL AND RECYCLING, INC	426.70
229705	BOSS OFFICE & COMPUTER PRODUCTS	1,015.25
229706	BRADY'S ROADSIDE SERVICE	2,850.00
229707	BROWNELLS INC.	483.90
229708	BURNS & MCDONNELL	16,861.23
229709	C&D WATER SERVICES	42.50
229710	CAPITAL CITY RESTAURANT SUPPLY	135.00
229711	CARSON/BRENDA	47.37
229712	CASCADE AUTO GLASS	150.00
229713	CDW-G GOVERNMENT	2,525.02
229714	CHARLIE'S SERVICE, LLC	60.03
229715	CODE RED TOWING LLC	250.00
229716	COLONIAL RESEARCH CHEMICAL CORP.	119.39
229717	COMFORT SUITES	172.80
229718	CORBIN/ZACHERY	65.00
229719	CRAIG'S SALES-SERVICE-RENTAL	1,562.72
229720	CREATIVE PRODUCT SOURCING INC	154.75
229721	DAWA DEVELOPMENT, LLC	386.00
229722	DEANS BULK SERVICE, INC	792.21
229723	DH WIRELESS SOLUTIONS	2,371.98
229724	DTE,INC.	28,523.00

229725	ECOLAB PEST ELIMINATION DIV.	127.00
229726	ELECTRO WATCHMAN, INC	20,716.52
229727	EMRY'S LOCKSMITHING	3,630.00
229728	FAIRVIEW/TOWN OF	110,000.00
229729	FASTENAL COMPANY	5,144.90
229730	FICKEN/MICHAEL	30,000.00
229731	FINSAAS/DARRELL	49.88
229732	FIRST INTERNATIONAL BANK & TRUST	5,447.69
229733	FOSTER/BONNIE	66.50
229734	FULKERSON FUNERAL HOME	485.00
229735	GALLAGHER BENEFIT SERVICES INC.	1,050.00
229736	HDR ENGINEERING, INC	30,227.41
229737	HECK BUILT LLC	835.00
229738	HEGGEN EQUIPMENT CO.	19,756.88
229739	HELLANDSAAS/MARCIA	310.12
229740	HILL ENTERPRISES	2,052.07
229741	HILTON GARDEN INN/FARGO ND	324.40
229742	HORIZON RESOURCES	76.32
229743	IBS, INC	273.90
229744	ICON ARCHITECTURAL GROUP	48,118.87
229745	INDEPENDENT TELEPHONE SERVICES LLC	13,106.05
229746	INFORMATION SYSTEMS CORP.	34,648.00
229747	INTERNATIONAL ASSOC OF ASSESSING OFFICER	200.00
229748	J.J. KELLER & ASSOCIATES INC	157.67
229749	JOHNSON & SUNDEEN	825.00
229750	JOHNSRUD/ERICA	71.38
229751	KADRMAS, LEE AND JACKSON, INC.	6,737.88
229752	KIESON/CAROL	216.87
229753	LANE/CHANTEL C	92.50
229754	LAW ENFORCEMENT TARGETS INC	148.16
229755	LEWIS/JAY	56.84
229756	LICKERT/KRISTA D	293.30
229757	LISOK/STEPHEN	63.00
229758	LOWER YELLOWSTONE IRRIGATION PROJECT	3,941.60
229759	LUND OIL, INC.	7,762.41
229760	MACKIN BOOK COMPANY	1,565.73
229761	MARCO TECHNOLOGIES LLC	2,580.11
229762	MCCABE/THOMAS	263.90
229763	MCCARTNEY/MAX	14.00
229764	MCKENZIE CO. FARMER	2,240.39
229765	MCKENZIE CO. HEALTHCARE SYSTEMS	1,099.16
229766	MCKENZIE CO. HERITAGE ASSOCIATION	500,000.00
229767	MEDLINE INDUSTRIES, INC	40.86
229768	MERCHANTS BANK EQUIPMENT FINANCE	28,459.80
229769	MEUCHEL COMPUTER SERVICES & OFFICE SUPP	29.50
229770	MONSON/JESSE R	1,266.80
229771	NAGEL/BRYAN	56.00
229772	NATIONAL BUSINESS INSTITUTE	999.00
229773	ND ASSN. OF COUNTIES	2,268.81

229774	ND OFFICE OF THE ATTORNEY GENERAL	4,330.00
229775	NDACS SPELLING BEE	45.00
229776	NDPSE - MATHCOUNTS	295.00
229777	NELSON INTERNATIONAL	1,364.56
229778	NEOFUNDS BY NEOPOST	1,000.00
229779	NEPRASH/KIMBERLY	215.24
229780	NEWMAN/DUSTIN B	121.00
229781	NORTHERN HEAVY DUTY TRUCK PARTS	1,398.15
229782	NORTHRUP/TERRI	486.33
229783	O K IMPLEMENT CO.	8,190.28
229784	O.K. TIRE STORE, INC	35,418.16
229785	OLSON/DOUG	32.48
229786	PAULY/AUSTIN	194.58
229787	PEACE OFFICERS STANDARDS & TRAINING	180.00
229788	PICKERING JR/TIMOTHY J	38.50
229789	RAMADA BISMARCK HOTEL	777.60
229790	RAMADA FARGO	548.80
229791	RDO EQUIPMENT CO. - FARGO	2,281.70
229792	RIO-JAS-HERNANDEZ/JUAN	6.00
229793	ROBERT D NELSON LIVING TRUST	321.39
229794	SAX MOTOR CO	174.01
229795	SCOFIELD/JESSIE	5,886.00
229797	SHAPE/BILLY	693.38
229798	SKALA/NATASHA	961.50
229799	SKILLPATH SEMINARS	847.28
229800	SMITH, PORSBORG, SCHWEIGERT, ARMSTRONG,	43.20
229801	SORENSEN/SAMUEL D	28.00
229802	SRF CONSULTING GROUP, INC	43,631.36
229803	STEIN'S INC.	805.36
229804	STENEHJEM HOLDINGS LLC	562.55
229805	SUMMIT FOOD SERVICE, LLC	5,707.84
229806	SUNDRE SAND & GRAVEL, INC.	5,086.76
229807	THOMSON REUTERS-WEST	859.13
229808	TITAN MACHINERY, INC.	3,615.36
229809	TOTAL SAFETY U.S., INC.	721.91
229810	TRACTOR & EQUIPMENT CO.	531.16
229811	TRITECH SOFTWARE SYSTEMS	42,481.96
229812	UPPER GREAT PLAINS TRANSPORT INSTITUTE	300.00
229813	US BANK NA DBA VOYAGER FLEET SYSTEMS	372.04
229814	WATFORD CITY LUMBER	252.86
229815	WATFORD EXPRESS LAUNDRY CENTER	21.10
229816	WENCK ASSOCIATES INC.	4,988.60
229817	WHITE/JUSTIN	6.00
229818	WOLF/PHILIP	62.00
229819-229837	PAYROLL-MARCH 6, 2020	779,367.06
229838	ALEXANDER/CITY OF	9,896.61
229839	GARRISON DIVERSION CONSERVANCY DIST.	221,112.45
229840	L. YELLOWSTONE IRRIG. DIST. #2	283,738.94
229841	MCKENZIE CO. AMBULANCE SERVICE	363,150.26

229842	YELLOWSTONE SCHOOL DISTRICT #14	100,064.98
229843	ALEXANDER/CITY OF	116.00
229844	ARMSTRONG SANITATION	925.00
229845	CENTURY LINK	177.39
229846	CONSOLIDATED TELCOM	48.95
229847	INFORMATION TECHNOLOGY DEPT.	6,075.15
229848	MCKENZIE COUNTY RURAL WATER	202.96
229849	MCKENZIE ELECTRIC CO-OP INC.	7,783.61
229850	MONTANA DAKOTA UTILITIES CO.	25,094.29
229851	NEMONT	28.50
229852	RESERVATION TELEPHONE CO-OP	10,088.95
229853	SOUTHWEST WATER AUTHORITY	49.00
229854	VERIZON/ACCT 342033315-01	2,706.42
229855	VERIZON/ACCT 842030146-01	4,169.07
229856	WATFORD CITY WATER DEPT./CITY OF	3,272.02
229857	ACCUSOURCE INC.	204.32
229858	ADVANCED BUSINESS METHODS	227.08
229859	ADVANCED ENG. & ENVIRONMENTAL SERV.,INC.	51,264.75
229860	ALLIED 100 LLC	115.01
229861	AMAZON CAPITAL SERVICES	69.24
229862	AMERICAN WELDING & GAS	14.27
229863	ANDERSON/JEREMY	6.00
229864	APPLIED CONCEPTS	745.00
229865	ARMOR INTERACTIVE	25,928.86
229866	ASCENDUM MACHINERY, INC	3,538.03
229867	ASTRO-CHEM LAB, INC.	50.00
229868	AUTO VALUE	1,177.81
229869	AXON ENTERPRISES INC	18,227.00
229870	BADLANDS HARDWARE	206.88
229871	BADLANDS OCCUPATIONAL TESTING SERVICES	228.00
229872	BALCO UNIFORM COMPANY, INC.	1,856.24
229874	BECKER/BARBARA J.	500.00
229875	BEK CONSULTING, LLC	2,797.30
229876	BEST/VAWNITA	17.40
229877	BIG BOYS TOYS	25,320.00
229878	BIG HORN TIRE, INC	200.00
229879	BLUE TARP FINANCIAL, INC.	358.00
229880	BOSS OFFICE & COMPUTER PRODUCTS	1,107.68
229881	BOWMAN/CITY OF	474.00
229882	C&D WATER SERVICES	66.00
229883	CASCADE AUTO GLASS	650.00
229884	CDW-G GOVERNMENT	2,802.41
229885	CHARLIE'S SERVICE, LLC	63.20
229886	CHERREY'S PROPANE	1,236.00
229887	CODE RED TOWING LLC	250.00
229888	COLONIAL RESEARCH CHEMICAL CORP.	148.05
229889	COMFORT SUITES	84.60
229890	COPPERHEAD OILFIELD SERVICES LLC	15,279.54
229891	CORE & MAIN	28,780.77

229892	CORPORATE TRANSLATION SERVICES, INC	60.85
229893	COUNTIES PROVIDING TECHNOLOGY	2,947.03
229894	CREATIVE PRODUCT SOURCING INC	1,269.68
229895	CROSS/ROBERT	40.60
229896	CROWDER/KYLEE	444.50
229897	DAKOTA BACK & NECK CLINIC	120.00
229898	DEANS BULK SERVICE, INC	42.06
229899	DMC WEAR PARTS LLC	818.81
229900	DONE RIGHT THE FIRST TIME	140.00
229901	DTE,INC.	1,177.91
229902	ECOLAB PEST ELIMINATION DIV.	517.50
229903	EIDE BAILLY	7,840.00
229904	ELECTION SYSTEMS & SOFTWARE	2,651.60
229905	EMERGENCY MEDICAL PRODUCTS	772.52
229906	EMRY'S LOCKSMITHING	1,038.50
229907	FAIRFIELD INN & SUITES	169.20
229908	FARMERS UNION OIL COMPANY	37,853.41
229909	FASTENAL COMPANY	6,488.74
229910	FIRST INTERNATIONAL INSURANCE	50.00
229911	FULKERSON FUNERAL HOME	750.00
229912	GALLS INCORPORATED	402.89
229913	GARMANS FLOORING	2,462.24
229914	GRAFIX SHOPPE	4,872.49
229915	HANCE/JACOB D	97.50
229916	HANSEN DIESEL & AUTOMOTIVE	120.00
229917	HDR ENGINEERING, INC	13,701.03
229918	HEALTHCARE ENVIRONMENTAL SERVICE LLC	128.60
229919	HEARTLAND CONSULTING GROUP, LLC	2,000.00
229920	HECK BUILT LLC	3,453.00
229921	HILTON GARDEN INN/FARGO ND	81.10
229922	HOME OF ECONOMY	39.99
229923	HORIZON RESOURCES	17.94
229924	HOSE & RUBBER SUPPLY	496.21
229925	HR COLLABORATIVE	400.00
229926	IBS, INC	1,546.26
229927	ICON ARCHITECTURAL GROUP	44,350.58
229928	INDEPENDENT TELEPHONE SERVICES LLC	4,944.00
229929	INFORMATIONAL DATA TECHNOLOGIES LLC	5,025.00
229930	INTERACTIVE DATA, INC	51.00
229931	INTOXIMETERS	2,440.00
229932	ISIGHT RPV SERVICES	25,000.00
229933	JAPPE/KAROLIN	201.07
229934	JOHN HUTTER TOWING	255.00
229935	JOHNSRUD/ERICA	487.05
229936	JONES/DENNIS	15.00
229937	KADIR/PEYMAN O	266.45
229938	KIESLER POLICE SUPPLY INC	3,327.00
229939	KITAGAWA/BENJI KURT	2,000.00
229940	KNIGHT/AUSTON	444.50

229941	KOHLER COMMUNICATIONS, INC.	1,227.55
229942	KOTANA COMMUNICATIONS, INC.	541.50
229943	KROWN ENERGY GROUP, LLC	1,751.00
229944	KUMMER'S PUMPING	400.00
229945	LAQUINTA INN & SUITES	172.80
229946	LARSEN SERVICE DRUG, INC.	335.46
229947	LAW ENFORCEMENT SEMINARS LLC	385.00
229948	LEO/DEVAN	191.40
229949	LINK COMPUTER CORPORATION	550.00
229950	LINSETH/ERIK	472.50
229951	LUND OIL, INC.	3,191.98
229952	MAINSTAY SUITES	432.00
229953	MATTHEWS-KASNER/MAXWELL	56.00
229954	MCKENZIE CO. FARMER	514.00
229955	MCKENZIE CO. GRAZING ASSN.	39,000.00
229956	MCKENZIE CO. HEALTHCARE SYSTEMS	723.50
229957	MCKENZIE CO. MOTOR VEHICLE BRANCH	12.50
229958	MCKENZIE ELECTRIC CO-OP INC.	1,948.23
229959	MEDLINE INDUSTRIES, INC	40.86
229960	MERCHANTS BANK EQUIPMENT FINANCE	128,069.10
229961	MISSOURI RIVER JOINT WATER BOARD	1,400.00
229962	MOE/WILLIAM	479.77
229963	MOTOROLA	123,840.51
229964	NAGEL/BRYAN	36.00
229965	ND ASSN. OF COUNTIES	4,386.00
229966	ND COUNTY RECORDER'S ASSOCIATION	200.00
229967	ND DEPARTMENT OF HEALTH	503.16
229968	ND OFFICE OF THE ATTORNEY GENERAL	3,765.00
229969	ND PETROLEUM COUNCIL	300.00
229970	NDGS LLC	3.35
229971	NEHRING LAW OFFICE	1,610.00
229972	NELSON INTERNATIONAL	213.90
229973	NORTH DAKOTA ONE CALL	239.75
229974	NORTHERN HEAVY DUTY TRUCK PARTS	122.85
229975	NORTHERN PUMP & COMPRESSION, INC.	52.50
229976	NOVAK/LARRY	35.96
229977	O K IMPLEMENT CO.	890.30
229978	O.K. TIRE STORE, INC	4,502.80
229979	O'DAY EQUIPMENT, LLC	3,031.43
229980	PAYSTUBZ	1,324.39
229981	PENNINGTON/GREG	105.00
229982	PHARMCHEM. INC.	3,192.85
229983	PRAXAIR	1,412.58
229984	PROTECTION SYSTEMS, INC	670.00
229985	QUADIENT INC	2,240.13
229986	QUALITY INN BISMARCK	172.80
229987	RAMADA BISMARCK HOTEL	259.20
229988	RDO EQUIPMENT CO. - FARGO	967.23
229989	RED ROCK AUTO WATFORD CITY	1,182.70

229990	RESERVATION TELEPHONE CO-OP	284.73
229991	SANTOYO JR/JESUS	52.50
229992	SAX MOTOR CO	1,692.24
229993	SCHATZ/SHAUN	21.00
229994	SHAFFER/JEFF	91.00
229995	SINCLAIR CYBERNETICS, LLC	4,537.50
229996	SORENSEN/SAMUEL D	21.00
229997	STEIN'S INC.	2,584.17
229998	STRAILY/WILLIAM	6.00
229999	STREICHER'S	4,881.97
230000	STUART/KARI A	35.00
230001	SUMMIT FOOD SERVICE, LLC	5,371.66
230002	TASC-CLIENT SERVICES	1,768.02
230003	THOMSEN/MICHELLE	266.45
230004	THOMSON REUTERS-WEST	520.55
230005	TILLBERG/SADIE	76.00
230006	TIMBER AUTO BODY	865.20
230007	TITAN MACHINERY, INC.	1,041.17
230008	TOTAL SAFETY U.S., INC.	306.25
230009	TRIANGLE R ENTERPRISES	8,430.00
230010	TRINITY HOSPITALS	10.00
230011	TRITECH SOFTWARE SYSTEMS	2,632.78
230012	TSCHETTER/DAWN	577.92
230013	UNIFORM CENTER	205.97
230014	UNITED QUALITY COOPERATIVE	2,758.70
230015	UPPER MISSOURI BAR ASSOCIATION	200.00
230016	US BANK NA DBA VOYAGER FLEET SYSTEMS	11,670.39
230017	VALLI INFORMATION SYSTEMS, INC	677.50
230018	VERIZON CONNECT FLEET USA LLC	332.44
230019	VILLAGE FAMILY SERVICE CENTER/THE	7,200.00
230020	VILLANUEVA/FITZ WILLIAM M	91.00
230021	WAKAM/JULIUS	91.00
230022	WARNE CHEMICAL & EQUIPMENT CO.	5,270.00
230023	WATFORD CITY LUMBER	50.64
230024	WATFORD CITY VETERINARY CENTER	255.00
230025	WATFORD EXPRESS LAUNDRY CENTER	21.05
230026	WAWSA	161,010.64
230027	WELLEN/SHANNON BETH	146.50
230028	WENCK ASSOCIATES INC.	1,462.65
230029	WESTLIE MOTOR CO.	880.04
230030	WIR3D ELECTRIC INC.	11,950.00
230031	WOLF RUN VILLAGE	5,187.56
230032	ZAMAN/SAQIB	512.00
230033	ZUGER KIRMIS & SMITH, PLLP	1,227.00
230034-230057	PAYROLL-MARCH 20, 2020	790,124.69

**OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS
MCKENZIE COUNTY, NORTH DAKOTA**

April 7, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on April 7, 2020. Present: Commissioners Tom McCabe, Howdy Lawlar, Kathy Skarda, Doug Nordby, and Gene Veeder, Auditor/Treasurer Johnsrud, and State's Attorney Skarda. Chairman McCabe called the meeting to order at 9:00 a.m.

Moved by Skarda, seconded by Veeder, to approve the March 2020 Minutes as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve the bills as presented. Skarda requested bills submitted for travel include a description of the travel. Nordby recommended to not pay those bills until they are properly described. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve the Commission Consent Agenda Items 1-5 as presented. All voting aye, motion carried. Items approved: 1. Signature Authority – AVI Support Renewal for LEC Video Conference Unit; 2. Approve Proxy Vote for NDIRF Annual Meeting; 3. Approve Gaming Site Authorizations – WC Aerie Number 3543 Fraternal Order of Eagles at Eagles Club and Teddy's Residential Suites; 4. Sick Leave Donation Request – M. Romero and W. Hergert; 5. Appoint John O'Connor to Vacant Position on McKenzie County Housing Authority Board.

JDA Chairman Brown and Economic Development Coordinator Stenberg requested \$1M in additional funding for the housing program. Brown stated the JDA has taken into account the shift in the oil industry and has concluded that McKenzie County remains a high growing community with a lack of housing. The additional \$1M will be distributed through the Housing Development Subsidy program. Brown stated that two applicants, Stenehjem Development and Stepping Stone, were awarded the previous allocations and includes 43 shared-wall construction and 69 single-family homes. Discussion was held on the status of remaining funds should the application process not include the full 20 homes and the answer was the funds would remain with the County. Moved by Nordby, seconded by Skarda, to approve the additional \$1M for the JDA Shovel-Ready program. All voting aye, motion carried.

Arnegard Fire Department Assistant Chief Drake Collison requested funding from the County to replace their 1990 GMC engine in the amount of \$300,000. Collison stated the Arnegard Fire Department has pledged \$50,000 and the Arnegard Township has pledged \$50,000. The Fire District is currently at the maximum allowed mill levy (5.0 mills). Lawlar requested additional information and an itemized list as there might

be other less expensive options. Collison stated the District is working to be as fiscally responsible as possible during this time and that it has been challenging to locate a unit due to the high demand. The Board consensus was to table the item until additional itemization was available for review and stated the support the Arnegard Fire District and their needs.

WCPD Chief Doble, also serving as the Incident Commander of the Watford City/McKenzie County COVID-19 Response, provided an update on the Emergency Operations Center (EOC). Questions were asked regarding participation with the local hospital, UMDHU, and more remote communities. Doble stated the hospital staff and UMDHU employees were fully integrated into the EOC structure.

Moved by Lawlar, seconded by Skarda, to approve Abatement Applications 4216-4217, 4232-4234 as presented. All voting aye, motion carried.

Luke Taylor, Watford City Airport, updated the Board on the recent opened bids for the airport expansion. Bids came in under engineer's estimates for the project and Taylor requested support of \$4M for the project. Discussion was held on the possibility of additional state funding and Taylor stated this depended on the Dickinson project which will be released in May. Moved by Skarda, seconded by Lawlar, to approve funding of up to \$4M for the WC Airport Expansion Project through a Joint Powers Agreement. Taylor stated the airport will work to lower the requested funding if other funds are made available for the project. All voting aye, motion carried.

HR Director Weber presented information on the Planning & Zoning new FTE. Weber stated his understanding was that the position was not intended to stand alone and that no formal job description was presented for the position. Weber worked with Kanwar and Huus to prepare a job description for a P&Z Building & Code Technician and requested approval to move forward with hiring Cindy Mecham for the position. Nordby asked where the position fits in with other departments that have front desk personnel pick up additional duties in the office. Skarda asked Weber if interviews had been conducted for a replacement administrative assistant position prior to the approval of the new position. Weber stated yes interviews had been conducted as he didn't realize there was confusion over the new position. Skarda expressed concern over the intent to hire Mecham for the position due to a lack of qualifications and training. Huus stated Mecham had been doing on the job training and has experience with the codes and has attended building inspector trainings. Veeder stated the qualifications of the intended applicant are a separate issue and the question here is if the position is available to be filled at this time. Moved by Veeder, seconded by Nordby, to approve the Planning & Zoning Building & Code Technician position as presented. Roll call vote: Skarda, nay; Nordby, aye; McCabe, aye; Lawlar, nay; Veeder, aye. With 3 votes aye and 2 votes nay, motion carried.

Weber discussed intermittent leave with the Board due to the COVID-19 pandemic. Weber stated several departments wished to be able to determine on a case

by case basis the needs of their department. Skarda wants to ensure the Board is made aware of any decisions made, as they were not notified of the shift to 4-10 hour days at Public Works. Nordby stated it is just for the coronavirus time period for the 4-10 hour days. Lawlar requested to remain consistent across all departments. Nordby asked Johnsrud the implications to payroll. Johnsrud stated it would be difficult to administer either way and suggested intermittent leave in no less than half day increments as a compromise with departments and reminded the Board they can change this in the future should they desire to do so. Moved by Nordby, seconded by Lawlar, to approve intermittent leave in half-day blocks based on the normal work week of the employee thorough the federal guidelines for coronavirus. Weber asked if department heads could email the Board for updates. Board consensus was to wait for the next Board meeting for reports. Lawlar requested it be included on all documentation that this is an exception only for the coronavirus time. Veeder also employees and department heads to remember and understand this is a temporary time and all involved may need to be fluid as time progresses. All voting aye, motion carried.

Weber presented information on Gallagher review of the Permitting Specialist positions in Road & Bridge. Weber stated two employees, Cindy Glover and Dawn Tschetter, share the same duties as Tim Pickering and consider themselves to be fulfilling the same position. Gallagher reviewed the combined PDQ and recommended a B25 for the position. Skarda asked for clarification on the timeframe of when to approve these classifications and if they should wait until budget time. Nordby stated originally these were discussed to do one to two times per year and ideally they should occur within the normal budget year. Veeder agreed and stated it he doesn't feel it is working well to do them throughout the year. Nordby requested all new employee requests should also be implemented during budget time and not mid-year and perhaps no new positions in 2021 due to the current economic climate. Board consensus was for these new requests to be done at budget time each year for the upcoming year so they can be vetted through the budget process. Veeder commented that currently the economy is in flux and he would like for any major financial decisions to be delayed as the County needs to be cautious at the present time. Veeder also thanked Weber for doing what the Board asked him to do with these types of requests.

Veeder and City Administrator Moen updated the Board on the new daycare center project. Veeder stated the group met recently to evaluate current positions and stated no solution has been found on how to make the current daycare center operate without public support and he recommended placing the new facility project on hold. Moen stated the new project is approximately 70-80 percent complete with design. Moved by Veeder, seconded by Skarda, to continue with the planning process of the new daycare but to hold off on building at this time. All voting aye, motion carried.

MCWRD Manager Shaffer requested to purchase a new vehicle for his department and transfer the existing pickup to Engineering. Shaffer stated he doesn't have a delivery date at this time on the vehicle, which is coming through the local dealer. Moved by Veeder, seconded by Nordby, to approve the purchase of a new

pickup for \$35,529.00 and approve the transfer of the existing vehicle to Engineering as presented. All voting aye, motion carried.

Planning Director Huus requested to allow the County's Building Official to work remotely at this time due to coronavirus. Huus stated field work will still occur with necessary precautions. Moved by Veeder, seconded by Nordby, to allow the Building Official to work remotely. All voting aye, motion carried.

Emergency Manager Jappe presented a pandemic plan to add to the County's EOC Plan. Moved by Veeder, seconded by Skarda, to incorporate the Pandemic Plan into the EOC Plan as presented. All voting aye, motion carried.

Jappe requested to make Upper Missouri District Health Unit a larger part of the coronavirus EOC. Javayne Oyloe and Daphne Clark, UMDHU, were present via teleconference for the discussion. Jappe requested the current EOC to move to virtual setup to reduce the number of people coming in and out of the EOC. Discussion was held on the possibility of virtual platforms and the current EOC operations. Johnsrud explained the standard operating procedures of any one who enters the EOC, which include proper social spacing, sanitization, and wellness questions/temperature checks. Oyloe stated UMDHU is interested in being more involved in day to day operations. Nordby suggested to leave the option to those people working in the EOC and to follow the recommendations of the Governor. Johnsrud will work with Armor Interactive on virtual platform options. Board consensus was to continue to evaluate and address if needed in the future.

Skarda requested additional information from Oyloe regarding the UMDHU budget and current operations. Oyloe stated they will be meeting to discuss the budget and working for FEMA reimbursement, as well as options in the short term if additional funding is needed. Oyloe stated she will keep the county updated on funding needs. Veeder asked for Oyloe to gather information and that he support additional emergency funding.

Moved by Veeder, seconded by Nordby, to approve the NDDOT Construction Maintenance Agreement BRC-2705(053) and the NDDOT Construction Maintenance Agreement BRO-0027(032) as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve the MCK-2719ETA(001) Task Order with Moore Engineering for surveying for \$92,800. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to award the 2020 Chip Seals Construction Project to, low bidder, Asphalt Surface Technologies Corporation for \$2,557,384.85. All voting aye, motion carried.

Kanwar updated the Board on the County's CIP adding 1 mile to CR2 project. Kanwar stated this was also recommended by the township. Nordby asked for ongoing information on the CIP projects that would be completed this year and which were stalled by right of way issues. Moved by Veeder, seconded by Nordby, to add the additional 1 mile to the CR55 project. All voting aye, motion carried.

Moved by Lawlar, seconded by Nordby, to approve the ETA Road Design Agreement with Brosz for \$98,425. All voting aye, motion carried.

Moved by Nordby, seconded by Veeder, to approve Change Order 5 for County Route 36, which adds top seal to extend the life of the pavement, for \$14,095.20. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve the Master Service Agreement with Moore Engineering as presented. All voting aye, motion carried.

Kanwar updated the Board on the County Route 27 and County Route 30 projects which were placed on hold in 2014/2015 due to lack of funding. Kanwar requested to place these on the 2021 CIP. Moved by Lawlar, seconded by Nordby, to approve the CR27 and CR30 design updates. Kanwar stated the County ROW Agent will approach each landowner and provide an opportunity for feedback. All voting aye, motion carried.

Discussion was held on the pickup purchase from Kupper Chevrolet which was approved in January 2020 with a trade vehicle, but completed without the trade. Kanwar stated this pickup is needed for inspectors during construction projects. Skarda and Lawlar expressed concern that the Board's motion was not followed. Kanwar stated he didn't want to lose the opportunity to keep the vehicle and agreed he should have been upfront with the Board. Kanwar requested to keep the vehicle that was slated to be traded in to Kupper, as well as the one for Sax Motors that was also approved in January. Moved by Nordby, seconded by Veeder, to reconsider the previous motion from January 2020 and to allow the retention of two pickups that were previously slated for trade in to Kupper Chevrolet and Sax Motors. All voting aye, motion carried. The Board cautioned Kanwar to be more transparent going forward.

Moved by Skarda, seconded by Veeder, to approve the purchase of culverts from Hancock for the 22nd St Box Culvert project at a cost of \$398,918.23. All voting aye, motion carried. Lawlar asked about the maintenance of 22nd St and if the County would be maintaining past the homes. Pickering stated it would be maintained at least to the homes. Skarda stated she had received calls from citizens asking why certain county roads are not being maintained. Kanwar requested to have those persons contact him directly for review.

Discussion was held on the purchase of property for the new fairgrounds. State's Attorney Skarda requested clarification on ownership of the property for the purchase

agreement. The Board discussed phasing of the project due to the current economic situation and suggested to have a project manager identified to keep it moving forward. Board consensus was to prioritize the needs and to take what is currently being done at the current location and move those operations to the new site. Board consensus was to move forward with the land purchase of 212.46 acres.

Johnsrud presented two proposals for appraisal services for the former County Shop and Weed Shop locations. The Board requested Johnsrud reach out to Joe Ibach with Dakota Appraisal & Consulting and Keith Olson as well as the other two proposals and bring back to the next meeting to include costs and timelines.

Lawlar reported there was one old stockpile agreement that is pending. Lawlar stated there is gravel on the site and attorneys are working on getting paperwork. Kanwar is also aware of the issue.

Johnsrud reported she will be meeting with the agent from NDIRF to provide additional information at the next meeting on departmental claims and mitigation strategies.

SA Skarda reported he has been working with Johnsrud on the Special Assessment District process to comply with all NDCC statutes.

Moved by Veeder, seconded by Skarda, to send the Carman Store/Samina Asif beer and liquor license application back to Hawkeye Township until the paperwork is filled out correctly. All voting aye, motion carried.

Sheriff Johansen requested authorization to purchase a Tahoe from Kupper Chevrolet in Bismarck as the ordered vehicles from Ford are pending due to the COVID-19 pandemic. Johansen stated he would need a budget amendment for the purchase as he had \$15,000 in his budget that could be used towards this, but would need an additional \$22,500. Moved by Lawlar, seconded by Skarda, to approve the budget amendment in the amount of \$22,500 for the purchase of a Tahoe from Kupper Chevrolet in Bismarck. Nordby requested use of the local dealer in town as much as possible to support local businesses. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to approve a county issued cell phone and hot spot for an Extension employee to allow her to work from home. All voting aye, motion carried.

The meeting recessed at 1:28 p.m. until April 21, 2020, at 1:00 p.m.

April 21, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on April 21, 2020. Present: Commissioners Doug Nordby, Gene Veeder, Howdy Lawlar, Tom McCabe, and Kathy Skarda. Also present Auditor/Treasurer Johnsrud and State's Attorney Skarda. Chairman McCabe called the meeting to order at 1:00 p.m.

Moved by Skarda, seconded by Nordby, to approve the bills as presented and encourage all departments/employees to use the bulk fuel systems. All voting aye, motion carried.

Moved by Skarda, seconded by Lawlar, to approve the Treasurer's Report for the period ending March 31, 2020, as presented. Skarda requested to receive the LoadPass reports monthly moving forward. All voting aye, motion carried.

Moved by, seconded by, to approve the Commission Consent Agenda Items 1 and 2 as presented. All voting aye, motion carried. Items approved: 1. Set Public Hearing – Abatement Applications 4235-4236 – May 5, 2020 at 10:00am; 2. Authorize Signature/Approve C & A Subdivision Plat – S1/2SE1/4 S35 T150N R99W.

Moved by Nordby, seconded by Veeder, to approve the Planning & Zoning Consent Agenda Items 1 through 3 as presented. All voting aye, motion carried. Items approved: 1. Tim Glover #10-20CUP Applicant is planning to purchase 5.1 acres of property from Perry Sorenson to build a single-family home. Non-familial relationship. Staff recommends approval of Conditional Use Permit #10-20CUP, Tim Glover to the County Commission to allow Tim Glover to divide off 5.1 acres from the 160 acres owned by Perry Sorenson in order that he may place a home on the property per Section 4.17.1 of the McKenzie County Ordinance. 2. Skid Unit Permit Fee Ordinance Amendment See attached Ordinance Amendment document. Staff recommends approval of the Skid Unit Permit Fee Ordinance Amendment to the County Commission. 3. Lot Size Reduction Due to Public Use Ordinance Amendment See attached Ordinance Amendment document. Staff recommends approval of the Lot Size Reduction Due to Public Use Ordinance Amendment to the County Commission.

Planning Director Huus asked about the discussion items on administrative CUP approvals. The Board consensus was the report provided was sufficient to meet the requirement for Board review.

NW District Court Presiding Judge Schmidt discussed continued court operations. Schmidt stated that through April 24 the master calendar week has been suspended and that she would like to restart next week to continue proceedings. Schmidt stated they would use both courtrooms and practice appropriate social distancing. SA Skarda stated a Sheriff's Deputy would be present to control persons waiting for court and keep them restricted to the 2nd floor. Schmidt stated it would just be a couple of days every other week for restricted times. Moved by Nordby, seconded

by Skarda, to approve the Court's request to open for hearings as presented. The Board asked Schmidt to work with Johnsrud on the door schedule. All voting aye, motion carried.

Arnegard Fire Department Assistant Chief Collision provided additional information as requested for a new unit to support their funding request. Lawlar expressed concern over the type of unit requested and the intended use. The Board consensus was that questions remained if this was the appropriate unit to purchase and requested the Fire Department to continue to work to find a unit and return to the Board.

Sheriff Johansen requested credit card limit increases to include a minimum standard of \$1,000 and one card per department of up to \$5,000. The Board questioned the need for increased limits that couldn't be accommodated with a temporary increase request. Johansen stated it would be for training and hotel bills when direct billing was not an option. Skarda stated the temporary increase allows for transparency and assurance guidelines are being followed. Nordby stated one issue with credit card payments is the funds are expended prior to the Board's ability to review. The Board consensus was to leave the policy as it currently stands and to coordinate additional needs with the Auditor/Treasurer's Office.

Johansen also discussed two additional truck enforcement officers as the grant application for these positions was not funded. The Board supported these positions and recognized the need, but requested to review this at budget time due to current economic conditions and industry activity.

Moved by Lawlar, seconded by Veeder, to approve the Safety-Kleen proposal for the County's disposal of waste oil, antifreeze, and wash bay remnants as presented by Landfill Director Schreiber. All voting aye, motion carried.

Economic Development Coordinator Stenberg updated the Board on the 2020 Census. Stenberg stated field worker start dates have been moved from March 15 to June 15, tentatively, due to COVID-19. The local strategy has shifted to sandwich boards and information in the newspaper. Stenberg stated McKenzie County is currently behind state and national self reporting data. Nordby suggested a mass mailing to just PO Box holders and notices to companies that receive the road restriction information.

MCWRD Shaffer presented information on an estimated cost for water to the new WC Athletic Park complex and new fairgrounds site of \$840,000. Moved by Nordby, seconded by Veeder, to approve moving forward with the engineering of water to the athletic park and new fairgrounds. All voting aye, motion carried.

Shaffer presented three names to fill the vacant position on the Water Resources Board. The Board discussed the importance of representation from all parts of the County and thanked all interested persons for agreeing to be considered. Moved by

Veeder, seconded by Skarda, to appoint John Rolfsrud to the Water Resources Board. All voting aye, motion carried.

Discussion was held with Tim Jorgenson and Chris Kubal regarding the new fairgrounds project. Moved by Nordby, seconded by Veeder, to purchase the property as presented, to authorize a \$10,000 check of earnest money, and allow the chairman to sign all purchase paperwork. All voting aye, motion carried. Discussion was held on who would own the land and who would be in charge of operations. SA Skarda stated the County would own the property. Board consensus was for the Fair Board to take charge of the project and operations and the County would weigh in only on finances/budget items. The Board asked the Fair Board to develop a plan of needs and options, to include phasing of the project, and stated the intention was to finance the project with cash on hand. The Board's consensus was any employees hired would not be County employees but that the County would possibly fund the position. McCabe stated the first priority was utilities to the site. Moved by Nordby, seconded by Veeder, to authorize the Fair Board to begin planning and designing the project, including water, sewer, and other utility work. All voting aye, motion carried.

WCPD Chief Doble, Watford City/McKenzie County COVID-19 Response EOC Incident Commander, provided an update to the Board on EOC operations. Doble discussed the LEOP designation of spending authority. Doble stated the EOC is working closely with county wide stakeholders on how to apply the criteria to reopen McKenzie County. The Board thanked Doble for his work and McCabe added the EOC has been running very smoothly.

Dave Uhlich, WC Fire Department, discussed controlled burns with the Board in regard to the current burn ban. Uhlich reported that the fire department is being called out and when they arrive on scene are being told it is a controlled burn. SA Skarda stated legally a permit is needed and without one it is a B Misdemeanor and \$1500 fine, and that there are additional consideration for ag controlled burns. Uhlich asked for support in fining those that burned without a permit. SA Skarda recommended working with the Sheriff's Office to have deputies wait until the fire department arrives on scene.

PWD Kanwar update the Board on 2020 projects, of which two are currently being worked on, County Route 37 and ETA projects.

Discussion was held on road use/maintenance agreements during rain events. Pickering and Kanwar requested guidance on creation of a template to offer to companies wishing for exceptions to the policy. Nordby gave historical information on the attempt to do a similar process in 2013/2014 which did not have good results and required additional work from the County to repair damaged roads. Lawlar expressed concerns about ruined roads. Skarda requested to first use the drone project already approved and weather stations before this type of agreement is considered. The Board is committed to keeping roads open as much as possible and requested Kanwar to

provide information on the number of hours roads were closed in 2019. Board consensus was to table this request at this time.

Discussion was held on the removal of road restrictions. Pickering requested a couple of extra days to get maps updated and signs removed. Moved by Veeder, seconded by Skarda, to remove frost law road restrictions effective Monday, April 27, 2020. All voting aye, motion carried.

Discussion was held on 11th Street SW and the possibility of a road project on Garmann Hill which was paved and paid for by homeowners. The County is currently doing a project close to this location. Johnsrud read the minutes from the previous discussion in 2016 on this section of road. Nordby questioned if there would be additional subdivisions that would request this if the County provided it in this case. Veeder stated he doesn't recall any conversations where the County agreed to take over the maintenance of this road and requested a plan be developed for roads within the ETA or perhaps using special assessment districts for this type of request.

Moved by Veeder, seconded by Skarda, to authorize the chairman to sign the 2020 Chip Seals Contract Agreement with Asphalt Service Technology. All voting aye, motion carried.

Moved by Nordby, seconded by Veeder, to approve the utility relocation agreement with McKenzie Electric on the 23rd St Reconstruction project for \$80,000. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to approve the utility relocation agreement with McKenzie Electric on the 2019 ETA project – CR35 for \$132,130. All voting aye, motion carried.

Moved by Nordby, seconded by Veeder, to approve the utility relocation agreement with McKenzie Electric on the 2019 ETA project – 14th St SW for \$26,877.98. All voting aye, motion carried.

Three proposals for appraisal services were presented to the Board. Moved by Nordby, seconded by Veeder, to award the appraisal services project to Joe Ibach with Dakota Appraisals. All voting aye, motion carried.

Johnsrud presented information from NDIRF on historical claims reviews. Nordby requested to implement the recommendations from NDIRF for mitigation, including a claims review board. The Board also suggested requiring the defensive driving course for all employees that drive County vehicles. Johnsrud stated she work the HR to formulate a plan to move forward on these items.

SA Skarda presented the proposed Special Assessment District creation policy with the Board. SA Skarda stated this is a lengthy process that covers several chapters

of NDCC. The Board expressed the desire to raise the threshold of landowner approval to more than 60% and supported having a policy in place as a tool available for use by citizens. SA Skarda will present a final policy for approval at the next meeting.

Moved by Veeder, seconded by Skarda, to approve the beer and liquor license for Carman Store as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve opting in to the BCBS COVID-19 coverage, ending December 31, 2020. All voting aye, motion carried.

Moved by Veeder, seconded by Nordby, to approve the Nationwide CARES Act Election of Provisions as presented. All voting aye, motion carried.

Johnsrud updated the Board on the June Primary Election. There will be no in-person voting locations statewide. Drop boxes will be available on the reservation and at the Courthouse if voters choose not to return their ballots by mail. Ballot applications are being mailed from the Secretary of State’s Office throughout the next week.

The meeting adjourned at 4:28 p.m. until May 5, 2020, at 9:00 a.m.

Erica Johnsrud, Auditor/Treasurer

Thomas McCabe, Chairman

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Amount</u>
44847	WATFORD CITY/CITY OF	9,537.73
44848	ALEXANDER PARK DISTRICT	606.83
44849	ALEXANDER RURAL FIRE DISTRICT	61,117.15
44850	ALEXANDER SCHOOL DIST. #2	1,097,160.25
44851	ALEXANDER TWP.	72,083.84
44852	ANTELOPE CR. TWP.	5,721.09
44853	ARNEGARD PARK DISTRICT	74.26
44854	ARNEGARD RURAL FIRE PROTECTION DIST.	7,541.04
44855	ARNEGARD TWP.	19,630.10
44856	ARNEGARD/CITY OF	666.53
44857	BLUE BUTTES TWP.	27,533.29
44858	CHARBON TWP.	16,162.10
44859	EARL SCHOOL DIST. #18	28,086.52
44860	ELM TREE TWP.	130,610.41
44861	GRAIL TWP.	9,396.55
44862	GRASSY BUTTE FIRE DISTRICT	5,148.68
44863	HAWKEYE TWP.	10,393.94
44864	HORSE CREEK RURAL FIRE DIST.	6,082.82

44865	HORSE CREEK SCHOOL DIST. #32	54,621.78
44866	KEENE TWP.	25,280.69
44867	MANDAREE SCHOOL DIST. #36	4,247.80
44868	MCKENZIE CO. FIRE PROT. DIST.	79,804.96
44869	MCKENZIE CO. HISTORICAL SOCIETY	8,184.39
44870	MCKENZIE CO. SD#1	2,923,842.19
44871	MCKENZIE SOIL CONS. DIST.	77,053.19
44872	ND STATE TREASURER	51,241.84
44873	NEW TOWN PUBLIC SCHOOL DIST.	635,254.02
44874	NEW TOWN RURAL AMBULANCE DIST.	6,013.21
44875	NEW TOWN RURAL FIRE DEPT.	6,013.21
44876	RANDOLPH TWP.	4,044.71
44877	RIVERVIEW TWP.	295,289.12
44878	SIOUX TWP.	12,677.05
44879	SIOUX-YELLOWSTONE RURAL FIRE DIST.	2,731.02
44880	TRI TWP	132,432.19
44881	TWIN VALLEY TWP.	425,433.12
44882	UPPER MISSOURI DIST. HEALTH UNIT	32,411.27
44883	WATFORD CITY MUNICIPAL AIRPORT	3,789.68
44884	WATFORD CITY PARK DISTRICT	58,683.35
44885	WATFORD CITY/CITY OF	67,106.92
44886	WILLISTON FIRE PROTECTION DISTRICT	4,667.27
44887	WILLISTON VECTOR CONTROL DIST.	140.43
44888	YELLOWSTONE SCHOOL DISTRICT #14	51,505.57
44889	YELLOWSTONE TWP.	18,825.40
45093	WATFORD CITY/CITY OF	9,253.15
230058-230078	PAYROLL - APRIL 3, 2020	764,628.98
230079	A & A LANDSCAPE & MAINTENANCE OF ND, LLC	8,925.60
230080	ACCUSOURCE INC.	746.49
230081	ACME TOOLS	1,338.98
230082	ADVANCED BUSINESS METHODS	1,759.00
230083	ALERTSENSE, INC	995.00
230084	ALEX AIR APPARATUS, INC	71,381.00
230085	ALL PRO DOORS LLC	2,935.50
230086	ALLEGIANCE COBRA SERVICES, INC.	57.50
230087	AMAZON CAPITAL SERVICES	2,636.79
230088	AMAZON/SYNCB	4,910.11
230089	AMERICAN WELDING & GAS	31.96
230090	AMUNDSON/CHARLES & SHEILA	277.49
230091	APPLIED CONCEPTS	3,080.00
230092	AQUA CHEM	1,315.00
230093	ARMOR INTERACTIVE	14,513.92
230094	ASDCO CONSTRUCTION SUPPLY	550.20
230095	AUTO VALUE	276.34
230096	BADLANDS HARDWARE	1,000.93
230097	BADLANDS HYDROVAC SERVICE	1,856.25
230098	BAKER & TAYLOR	4,438.96
230099	BALCO UNIFORM COMPANY, INC.	1,262.29
230100	BARRETT PHARMACY	3.99

230101	BECKER/BARBARA J.	500.00
230102	BIG BUTTE SERVICES	7,673.07
230103	BLUE TARP FINANCIAL, INC.	542.04
230104	BOB BARKER COMPANY INC	51.04
230105	BOLKEN/DOUGLAS	3,124.00
230106	BOSS OFFICE & COMPUTER PRODUCTS	4,768.68
230107	BRADY'S ROADSIDE SERVICE	125.00
230108	BROSZ ENGINEERING, INC.	142,700.50
230109	BUTLER MACHINERY COMPANY	1,349.80
230110	C.E. BROOKS & ASSOCIATES,P.C.	10,864.43
230111	C&D WATER SERVICES	42.50
230112	CASCADE AUTO GLASS	375.00
230113	CDW-G GOVERNMENT	4,591.30
230114	CIM SANITARY TECH	7,500.00
230115	CLARION HOTEL	84.60
230116	CLOCK/LLOYD	206.00
230117	COLONIAL RESEARCH CHEMICAL CORP.	1,199.97
230118	COPPERHEAD OILFIELD SERVICES LLC	5,523.96
230119	CPS TECHNOLOGY SOLUTIONS	840.00
230121	DAKOTA FENCE	550.00
230122	DAKOTA FIRE EXTINGUISHERS	730.35
230123	DASH MEDICAL GLOVES	359.50
230124	DAWA DEVELOPMENT, LLC	274.50
230125	DEANS BULK SERVICE, INC	487.50
230126	DECOTEAU TRAUMA INFORMED CARE & PRACTICE	798.00
230127	DEMCO	506.48
230128	DIRTY BIRDS, LLC	4,200.00
230129	DMC WEAR PARTS LLC	2,675.00
230130	DONE RIGHT THE FIRST TIME	280.00
230131	DTE,INC.	161.17
230132	E & M SERVICES	53,289.72
230133	ECOLAB PEST ELIMINATION DIV.	827.00
230134	ELECTRO WATCHMAN, INC	319.63
230135	EMERGENCY MEDICAL PRODUCTS	692.95
230136	FASTENAL COMPANY	20,240.42
230137	FIRST INTERNATIONAL BANK & TRUST	6,394.87
230138	FRED PRYOR SEMINARS	1,194.00
230139	GALLAGHER BENEFIT SERVICES INC.	1,200.00
230140	GALLS INCORPORATED	510.88
230141	GLOVER/THOMAS H.	72.50
230142	GRANITE SPRINGS WATER & ICE, INC.	60.00
230143	HEAVY CONSTRUCTION SYSTEMS SPECIALISTS	92.57
230144	HECK BUILT LLC	1,715.00
230145	HEDAHL'S INC.	61.98
230146	HEGGEN EQUIPMENT CO.	1,914.92
230147	HILL ENTERPRISES	2,266.02
230148	HOLIDAY INN EXPRESS/MINOT	259.20
230149	HORIZON RESOURCES	151.06
230150	IBS, INC	1,132.62

230152	ID SUPERSTORE	313.67
230153	INDEPENDENT TELEPHONE SERVICES LLC	8,825.28
230154	INTERNATIONAL ASSOC. FOR PROP. & EVIDN.	100.00
230155	INTERSTATE ENGINEERING	16,867.08
230156	INTERSTATE POWER SYSTEMS	2,451.04
230159	JAY DEE INC	153.88
230160	JOHANSEN/MATTHEW	16.06
230161	JOHNSON & SUNDEEN	12,292.35
230162	JOHNSRUD/ERICA	148.01
230163	KANWAR/SUHAIL	152.50
230164	KIESLER POLICE SUPPLY INC	88.00
230165	KITAGAWA/BENJI KURT	2,000.00
230166	KROWN ENERGY GROUP, LLC	1,751.00
230167	LANE/CHANTEL C	39.10
230168	LAQUINTA INN & SUITES	3,628.80
230169	LEO/DEVAN	197.50
230170	LUND OIL, INC.	4,998.63
230171	MAYER ELECTRIC INC	3,715.77
230172	MCCABE/THOMAS	402.48
230173	MCKENZIE CO. FARMER	3,446.58
230174	MCKENZIE COUNTY HEALTHCARE SYSTEMS	14,967.09
230175	MCKENZIE COUNTY ROAD & BRIDGE	3,302.12
230176	MEDLINE INDUSTRIES, INC	818.35
230177	MEUCHEL COMPUTER SERVICES & OFFICE SUPP	371.33
230178	MOHAMED/OMAR A	70.20
230179	MOTOROLA	4,857.75
230180	NARDINI FIRE EQUIPMENT	1,047.70
230181	ND ASSN. OF COUNTIES	1,091.90
230182	ND DEPT.OF CORRECTIONS & REHABILITATION	300.00
230183	NDGS LLC	12.78
230184	NELSON INTERNATIONAL	2,924.95
230185	NEWMAN TRAFFIC SIGNS	1,521.41
230186	NORTHERN HEAVY DUTY TRUCK PARTS	6,252.20
230187	O K IMPLEMENT CO.	7,237.73
230188	O.K. TIRE STORE, INC	1,993.90
230189	PACE/KAREN	45.50
230190	PAYSTUBZ	1,350.61
230191	PENNINGTON/GREG	32.50
230192	PITNEY BOWES	1,250.67
230193	PRAXAIR	1,244.45
230194	PRO FORMS	752.83
230195	QUADIENT INC	3,000.00
230196	QUALITY INN BISMARCK	259.20
230197	QUALLS/LISA D	45.50
230198	RDO EQUIPMENT CO. - FARGO	9,147.59
230199	RECORD KEEPERS LLC	16.00
230200	RED ROCK AUTO WATFORD CITY	2,570.85
230201	REDWOOD TOXICOLOGY LAB, INC.	694.45
230202	SAMUELSON/JERRY	150.00

230203	SAX MOTOR CO	508.97
230204	SCOFIELD/JESSIE	5,886.00
230205	SIMTECH INC	882.00
230206	SINCLAIR CYBERNETICS, LLC	4,537.50
230207	SIRCHIE FINGER PRINT LAB.	1,963.13
230208	SJF MATERIAL HANDLING INC	865.37
230209	SMITH, PORSBORG, SCHWEIGERT, ARMSTRONG,	854.40
230210	SRF CONSULTING GROUP, INC	5,480.97
230211	STATE OF NORTH DAKOTA	25.00
230212	STEBBINS/LISA L	45.50
230213	STEIN'S INC.	4,019.83
230214	STREICHER'S	1,412.96
230215	SUMMIT FOOD SERVICE, LLC	9,841.91
230216	THORGRAMSON/RENEE	202.48
230217	TITANIUM PLUMBING	125.00
230218	TOOZ CONSTRUCTION, INC.	247,002.75
230219	TOTAL SAFETY U.S., INC.	1,891.91
230220	TRACTOR & EQUIPMENT CO.	469.50
230221	TSCHETTER/DAWN	35.96
230222	UNITED RENTALS INC	1,133.30
230223	VISION WEST ND	1,500.00
230224	WALTKE/CYNTHIA	45.50
230225	WATCHGUARD VIDEO	7,318.50
230226	WATER FILTER EXCHANGE INC	571.99
230227	WATFORD CITY LUMBER	13.98
230228	WATFORD CITY VETERINARY CENTER	194.00
230229	WENCK ASSOCIATES INC.	2,588.25
230230	WESTLIE MOTOR CO.	2,028.58
230231	WIR3D ELECTRIC INC.	701.50
230232	3D SPECIALTIES, INC.	8,846.50
230233	ALEXANDER/CITY OF	116.00
230234	ARMSTRONG SANITATION	947.50
230235	CENTURY LINK	177.39
230236	CONSOLIDATED TELCOM	142.46
230237	INFORMATION TECHNOLOGY DEPT.	6,028.95
230238	MCKENZIE COUNTY RURAL WATER	196.95
230239	MCKENZIE ELECTRIC CO-OP INC.	7,770.92
230240	MONTANA DAKOTA UTILITIES CO.	23,425.12
230241	NEMONT	28.50
230242	RESERVATION TELEPHONE CO-OP	9,873.08
230243	SOUTHWEST WATER AUTHORITY	49.00
230244	VERIZON/ACCT 342033315-01	2,783.25
230245	VERIZON/ACCT 842030146-01	5,168.54
230246	WATFORD CITY WATER DEPT./CITY OF	4,144.03
230247	ALEXANDER/CITY OF	3,030.88
230248	GARRISON DIVERSION CONSERVANCY DIST.	38,403.35
230249	L. YELLOWSTONE IRRIG. DIST. #2	21,287.16
230250	MCKENZIE CO. AMBULANCE SERVICE	45,097.30
230251-230271	PAYROLL - APRIL 17, 2020	785,577.88

230272	ADVANCED BUSINESS METHODS	225.11
230273	AE2S CONSTRUCTION	1,136.24
230274	ALLEGIANCE COBRA SERVICES, INC.	75.00
230275	ALLIED 100 LLC	768.00
230276	AMAZON CAPITAL SERVICES	1,293.04
230277	AMERICAN WELDING & GAS	33.14
230278	ARMOR INTERACTIVE	36,879.77
230279	ASCENDUM MACHINERY, INC	654.00
230280	ASDCO CONSTRUCTION SUPPLY	3,300.00
230281	ASTRO-CHEM LAB, INC.	50.00
230282	AUTO VALUE	780.58
230283	AVI SYSTEMS, INC.	2,072.96
230284	BADLANDS OCCUPATIONAL TESTING SERVICES	152.00
230285	BAKER & TAYLOR	1,673.65
230286	BAKER METAL AND RECYCLING INC	888.32
230287	BALCO UNIFORM COMPANY, INC.	322.38
230288	BEAN/JAY	30.38
230289	BEK CONSULTING, LLC	23,909.00
230290	BIZZYWEB	420.00
230291	BLUE TARP FINANCIAL, INC.	443.26
230292	BOB BARKER COMPANY INC	183.82
230293	BOLTZ/JARED	3,000.00
230294	BOLTZ/JORY	3,000.00
230295	BOOK SYSTEMS, INC.	1,390.00
230296	BORDER STATES ELECTRIC	374.70
230297	BOSS OFFICE & COMPUTER PRODUCTS	663.00
230298	C.E. BROOKS & ASSOCIATES,P.C.	1,871.66
230299	C&D WATER SERVICES	32.00
230300	CALAMP WIRELESS NETWORKS CORPORATION	11,383.20
230301	CAPUTO/TRISTAN	78.00
230302	CASCADE AUTO GLASS	2,655.75
230303	CDW-G GOVERNMENT	5,800.91
230304	CHARLIE'S SERVICE, LLC	154.50
230305	CHERREY'S PROPANE	1,150.00
230306	CHRISTENSEN/DANIEL	38.00
230307	CODE RED TOWING LLC	125.00
230308	COMFORT SUITES	172.80
230309	CORE & MAIN	11,535.02
230310	CORPORATE TRANSLATION SERVICES, INC	3.14
230311	COUNTIES PROVIDING TECHNOLOGY	2,947.03
230312	CROUCH/CORTNEY	58.00
230313	CUSTOM PAINT & TEXTURE	6,731.40
230314	DAKOTA FIRE EXTINGUISHERS	5,382.00
230315	DAKOTA PUMP & CONTROL	3,883.29
230316	DAWA DEVELOPMENT, LLC	315.00
230317	DEAN/JAMES A.	650.00
230318	DEKKER/NATHAN	9,000.00
230319	DEMCO	2,671.99
230320	DONE RIGHT THE FIRST TIME	2,007.25

230321	DTE,INC.	360.71
230322	ELECTION SYSTEMS & SOFTWARE	1,921.75
230323	ELECTRO WATCHMAN, INC	1,654.34
230324	ENERGYVE LLC	2,400.00
230325	FARMERS UNION OIL COMPANY	24,481.94
230326	FASTENAL COMPANY	16,057.25
230327	FIRST INTERNATIONAL INSURANCE	100.00
230328	FLATLAND/LYLE	250.00
230329	FLATLAND/ROGER J	250.00
230330	FLECK/WILLIAM	103.50
230331	FRAME/RAYMOND	30.00
230332	FRED PRYOR SEMINARS	159.00
230333	FULKERSON FUNERAL HOME-SIDNEY	750.00
230334	GROSS/WINONA	125.00
230335	H.A. THOMPSON & SONS,INC.	21,750.00
230336	HANCE/JOHN	25.00
230337	HANSEN DIESEL & AUTOMOTIVE	120.00
230338	HANSEN/ROBERT M	175.00
230339	HAUGEN/LESLIE C	110.40
230340	HDR ENGINEERING, INC	26,929.47
230341	HECK BUILT LLC	90.00
230342	HEGGEN EQUIPMENT CO.	687.48
230343	HELLANDSAAS/MARCIA	150.00
230344	HILL ENTERPRISES	2,180.33
230345	HOLM/RICK	1,513.18
230346	IBS, INC	65.83
230347	ICON ARCHITECTURAL GROUP	82,287.50
230348	INFORMATIONAL DATA TECHNOLOGIES LLC	14,895.03
230349	INTERACTIVE DATA, INC	50.00
230350	INTERNATIONAL CODE COUNCIL	800.00
230351	IRWIN/JOHN	129.38
230352	JOHN HUTTER TOWING	374.50
230353	JOHNSRUD/ERICA	10.95
230354	KOHLER COMMUNICATIONS, INC.	4,495.81
230355	KUPPER CHEVROLET INC	76,259.00
230356	LANE/CHANTEL C	48.88
230357	LEO/DEVAN	150.00
230358	LINK COMPUTER CORPORATION	550.00
230359	LUDLUM MEASUREMENTS, INC.	146.00
230360	LUND OIL, INC.	1,139.25
230361	M-K HYDROVAC, INC	1,950.00
230362	MCKENZIE CO. AMBULANCE SERVICE	1,346.24
230363	MCKENZIE CO. HEALTHCARE SYSTEMS	1,455.16
230364	MCKENZIE CO. MOTOR VEHICLE BRANCH	25.00
230365	MCKENZIE ELECTRIC CO-OP INC.	1,917.86
230366	MEDLINE INDUSTRIES, INC	127.16
230367	MENDOZA/CELENDONIO	45.00
230368	MILLER/LANCE	25.00
230369	MURRAY/CECIL	6,000.00

230370	ND DEPARTMENT OF HEALTH	291.30
230371	ND DEPT. OF TRANSPORTATION	30.00
230372	ND OFFICE OF THE ATTORNEY GENERAL	3,775.00
230373	ND WATER EDUCATION FOUNDATION	767.00
230374	NDGS LLC	13.86
230375	NDSU EXTENSION SERVICE	17,955.39
230376	NELSON INTERNATIONAL	3,196.61
230377	NEPRASH/KIMBERLY	150.00
230378	NEWMAN TRAFFIC SIGNS	205.05
230379	NOBLE INDUSTRIAL SUPPLY CORP	3,957.62
230380	NORTH DAKOTA ONE CALL	407.00
230381	NORTHERN HEAVY DUTY TRUCK PARTS	4,453.60
230382	NORTHERN TOOL & EQUIPMENT CO.	269.94
230383	NORTHWEST NARCOTICS TASK FORCE	24,753.47
230384	O K IMPLEMENT CO.	413.45
230385	O.K. TIRE STORE, INC	2,954.96
230386	O'DAY EQUIPMENT, LLC	215.26
230387	OLSON/JEREMY	41.40
230388	PAULSON/KATIE	454.50
230389	PENNINGTON/GREG	2.50
230390	PHARMCHEM. INC.	770.85
230391	PRAXAIR	358.86
230392	PRO-WEST & ASSOCIATES, INC.	190.79
230393	PROOF ARTISAN DISTILLERS LLC	675.00
230394	PROTECTION SYSTEMS, INC	420.00
230395	RADISSON HOTEL - BISMARCK	259.20
230396	RDO EQUIPMENT CO. - FARGO	858,962.06
230397	RECORD KEEPERS LLC	16.00
230398	RESERVATION TELEPHONE CO-OP	285.01
230399	RICOH USA, INC	419.35
230400	ROCKMOUNT RESEARCH & ALLOYS, INC.	1,166.28
230401	SAX MOTOR CO	42,901.00
230402	SHIPP/ROBERT	36.00
230403	SRF CONSULTING GROUP, INC	765.55
230404	STEIN'S INC.	1,660.14
230405	STENBERG/DANIEL	481.28
230406	STREICHER'S	1,764.24
230407	SUMMIT FOOD SERVICE, LLC	3,822.85
230408	SUNDRE SAND & GRAVEL, INC.	5,564.80
230409	THE SIDWELL COMPANY	2,198.50
230410	THOMSON REUTERS-WEST	520.55
230411	TIMBER AUTO BODY	19,935.45
230412	TOOZ CONSTRUCTION, INC.	563,128.05
230413	TOTAL SAFETY U.S., INC.	100.00
230414	TRIANGLE R ENTERPRISES	5,500.00
230415	TRINITY HOSPITALS	3,061.00
230416	TRIPLE AAA SAFETY/TRAINING INC.	234.22
230417	TWIN CITY HARDWARE	624.00
230418	UNIFORM CENTER	227.97

230419	UNITED QUALITY COOPERATIVE	3,179.96
230420	UPLAND AC INC	220.63
230421	US BANK NA DBA VOYAGER FLEET SYSTEMS	9,715.73
230422	VALLI INFORMATION SYSTEMS, INC	868.23
230423	VEEDER/EUGENE	34.50
230424	VERIZON CONNECT FLEET USA LLC	96.00
230425	VOGEL LAW FIRM	248.50
230426	WATCHGUARD VIDEO	1,550.00
230427	WATFORD CITY LUMBER	79.54
230428	WAWSA	221,125.37
230429	WENCK ASSOCIATES INC.	11,476.10
230430	WESTLIE MOTOR CO.	123,411.10
230431	ZUGER KIRMIS & SMITH, PLLP	474.00
230432	JAPPE/KAROLIN	33.89
230433	ND GUARANTY & TITLE CO.	10,000.00

**OFFICIAL PROCEEDINGS OF THE
BOARD OF COUNTY COMMISSIONERS
MCKENZIE COUNTY, NORTH DAKOTA**

May 5, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on May 5, 2020. Present: Commissioners Tom McCabe, Howdy Lawlar, Kathy Skarda, Doug Nordby, and Gene Veeder, Auditor/Treasurer Johnsrud, and State's Attorney Skarda. Chairman McCabe called the meeting to order at 9:00 a.m.

Moved by Skarda, seconded by Nordby, to approve the April 2020 Minutes as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve the bills as presented. All voting aye, motion carried.

MVB Manager Stueber requested authorization to add glass partitions to the public facing offices in MVB/Passport Office. Moved by Lawlar, seconded by Veeder, to approve the purchase of glass partitions with one opening to include a budget amendment to the Buildings & Grounds budget. All voting aye, motion carried.

Economic Development Coordinator Stenberg and Terry Moe requested release of the \$475,000 budgeted for the Skills Initiative. Moe reported on the programming and user agreements with the Rough Rider Center for this Initiative. Moved by Veeder, seconded by Skarda, to approve the fund transfer to the Skills Initiative in the amount of \$475,000. All voting aye, motion carried.

Kylee Roff, Rough Rider Center, requested the waiving of the landfill fees for the 2020 Pick Up The Patch event from May 18 to May 25. No large public gatherings will be done this year and current CDC guidelines would be followed. Supplies of gloves, bags, and vests are available from Roff and any county residents can stop in and pick up supplies to participate. Moved by Lawlar, seconded by Skarda, to waive the landfill fees for the 2020 Pick Up The Patch from May 18 to May 25. All voting aye, motion carried.

WCPD Chief Doble presented the EOC Update and stated we are currently in the recovery phase. EOC is beginning to scale back operations and will continue to do so as needed.

At 10:00 a.m. a public hearing was held on abatement applications. No members of the public were present. Moved by Veeder, seconded by Nordby, to approve Abatement Applications 4235 and 4236 as presented. All voting aye, motion carried.

Facilities Administrator Buck discussed the purchase of camera surveillance systems for the Road & Bridge shops in Cartwright and Alexander. The Board was in support of the cameras but wanted to see additional proposals to see if other less expensive options were available.

Moved by Lawlar, seconded by Nordby, to approve the elevator service contracts for the Courthouse and Public Works Buildings. All voting aye, motion carried.

Discussion was held on an elevator heater for the Public Works Shop Building as a draft is causing problems heating the reception area. Shaffer recommended to research the topic further before purchasing a heater and to look at ways to block air around the elevator shaft. Shaffer stated there were contingency funds available for this purchase if needed.

Watford City Finance Director Dokken requested funding from the County to fill a gap created by the downturn in the City's GPT revenue to be used for road projects. This would allow current cash on hand currently dedicated to these road projects to be used for operating expenses and debt payment. Dokken requested the County to fund the 2019 and 2020 ETA road projects, as well as the 14th Ave SE project. Board consensus was to table the topic to the next meeting to allow additional information to be obtained regarding the County's financial position for 2020 and 2021.

Arnegard Fire Department Chief Schreiber discussed with the Board the previous request for funding for a new fire engine. The request to the County is \$275,000. Moved by Nordby, seconded by Veeder, to approve granting \$275,000 to the Arnegard Fire District through a Joint Powers Agreement. All voting aye, motion carried.

HR Director Weber discussed the retirement of Veterans Service Officer/Risk Manager Samuelson tentatively planned for September 2020. Weber asked for direction on hiring a replacement. Nordby stated he would like to see a new job evaluation and classification for just the Veterans Service Officer and to separate out the Risk Management duties to the HR Department. Board consensus was to separate the VSO position from the Risk Management position, submit the position to Gallagher for review, and then post the job. Veeder also requested to see the numbers of veterans being assisted by and living in McKenzie County.

Weber requested to change the FLSA classification of the County Surveyor position from exempt to non-exempt. Discussion was held on the need for this position as those duties are currently contracted out. Kanwar stated this would be a savings to the County to have an in-house surveyor. Lawlar asked about potential liability issues switching to an in-house surveyor rather than a contracted company and didn't feel the savings would be worth the additional liability risk. Veeder stated the broader question was whether or not, at this time, the County was going to take on any additional new employees. Board consensus was to not move forward with filling this position at this

time. Moved by Veeder, seconded by Skarda, to change the FLSA classification of the County Surveyor from exempt to non-exempt. Skarda clarified the position is currently not being filled/recruited. All voting aye, motion carried.

Discussion was held on MCSO Grant shifts and a request was made by Weber to pay these out at overtime rates regardless, even if the employee did not work enough required hours to otherwise qualify for overtime pay. Discussion was also held on allowing Lieutenants and higher in the Sheriff's Office (Lieutenant, Chief Deputy, and Sheriff) to receive additional pay for working grant shifts. Information from other counties was provided by Shaffer, who also reported that the Sheriff's Office has difficulty promoting employees into the command structure due to lack of overtime pay for those positions. Nordby stated he felt the grant shifts should remain at the deputy level and other commissioners agreed. Moved by Nordby, seconded by Skarda, to approve back pay requests as presented for three deputies. All voting aye, motion carried. Moved by Nordby, seconded by Lawlar, to authorize payment of overtime wages for grant shifts worked based on the grant application language even if employees do not meet the required hours worked to qualify for overtime rates. All voting aye, motion carried.

The letter from WCPD Chief Doble to the Board was discussed. Board consensus was for Chairman McCabe and Weber to discuss the letter with EM Jappe and bring information back to the next meeting.

Shaffer presented information on possible 2021 COLA rates. Board consensus was to discuss this during budget discussions later in the meeting.

MCSO Lt. Newman requested a budget amendment to purchase SIRN2020 radios in the amount of \$481,714.50. Some reimbursement from the State could occur which would bring down the total cost to \$375,214.50 for the 35 portable radios and 39 mobile radios. Moved by Skarda, seconded by Lawlar, to approve the budget amendment of \$481,714.50 for the purchase of MCSO 2020SIRN radios as presented. All voting aye, motion carried.

Jessica Karls, KLJ, update the Board on the proposed County Route 2 project, including next steps and updates with the Forest Service. Karls stated the goal is to make the road safer and that alternates to the Dakota Skipper habitat were being considered. Veeder asked the timeline for the NEPA process and Karls stated it could be 2 to 3 years to completion. Karls stated the total cost of the evaluation is about \$300,000 with \$100,00 already committed. Board consensus was to move forward with the study at this time.

Moved by Veeder, seconded by Nordby, to approve the Long X Road Improvement Task Order with Moore Engineering for \$81,800. All voting aye, motion carried.

Moved by Nordby, seconded by Veeder, to approve the Master Service Agreement with Ackerman Estvold for County Route 6 Design Work. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to approve the County Route 6 Task Order with Ackerman Estvold at a cost of \$372,800. All voting aye, motion carried.

The Highland Partners road agreement was pulled from the agenda for Township review before County action.

Skarda discussed road maintenance of 34th and 35th Street NW roads which are no longer being maintained despite being opened by petition in 1918 and no record of them being closed. Skarda stated she would find out more information about what they are requesting and bring back to the next meeting. Lawlar stated he would work on an agreement for the blading of private roads and bring to the May 19 meeting for discussion.

Moved by Nordby, seconded by Skarda, to approve the utility relocation agreement with McKenzie Electric for 11th Ave S at a cost of \$62,250. All voting aye, motion carried.

Moved by Veeder, seconded by Lawlar, to approve Change Order 3 to add 23rd St NW to the CR37/125th Project for \$2,743,256.26. The project will be done this year and includes 1.46 miles up to the development. All voting aye, motion carried.

Moved by Lawlar, seconded by Veeder, to approve the Scairt Woman Road Phase II Task Agreement with Brosz Engineering for \$62,725. Skarda asked about the status of road agreements or easements on Forest Service Land. State's Attorney Skarda and Auditor/Treasurer Johnsrud suggested working with CE Brooks on any use agreements. All voting aye, motion carried.

Moved by Nordby, seconded by Skarda, to authorize the chairman to sign the CR5 Structure Road Easement Application from the US Forest Service as presented. All voting aye, motion carried.

Moved by Skarda, seconded by Nordby, to approve Change Order 1 for the 2019 ETA project at a cost of \$11,698.52. All voting aye, motion carried.

Skarda asked Kanwar about the bulk fuel tank statuses as there are charges for fuel at local gas stations. Shaffer stated there have been communication issues with the tank at Cartwright but that the rest of the system is up and running. Nordby recommended an email be sent out to department heads to use the bulk tank system instead of gas stations to reduce costs.

Lawlar asked Kanwar about the status of the road restriction sign removals. Kanwar stated it is currently in progress but that the employee who does that work has been on sick leave. Skarda asked if others could assist and Kanwar stated dust control was a higher priority task at this time.

Moved by Veeder, seconded by Skarda, to approve the Special Assessment District Procedure as presented by SA Skarda which outlines the process to bring a proposal for Board consideration. All voting aye, motion carried.

Moved by Veeder, seconded by Nordby, to authorize the chairman to sign the BLM Cooperating Agency Participation Agreement as presented. All voting aye, motion carried.

Discussion was held on the COVID pandemic and building statuses. Sheriff Johansen requested to open the LEC doors and lobby area to the public. Moved by Nordby, seconded by Lawlar, to open the LEC lobby to the public. All voting aye, motion carried. The Board asked HR Director Weber to work through the NDDOH workplace assessment with department heads and come back with a plan to reopen County buildings at the next meeting.

Discussion was held on 2021 budget guidance for departments. Nordby suggested the County should not entertain any new employees within departments, no vehicles or equipment unless emergency status, unless part of an existing buyback agreement, and to budget for a one-step increase for employees but no additional COLA for 2021. Skarda asked about efficiency evaluations for departments. Board consensus was to have each department decrease budgeted operating expenses by 10% for 2021 and for the re-evaluation of existing open positions before filling them to see if the duties can be absorbed by other employees.

Moved by Veeder, seconded by Lawlar, to authorize the chairman to sign two plats as presented. All voting aye, motion carried.

The meeting recessed at 1:20 p.m. until May 19, 2020, at 1:00 p.m.

May 19, 2020

The Board of Commissioners of McKenzie County, North Dakota met at the Commissioners Room at the McKenzie County Courthouse in Watford City, North Dakota on May 19, 2020. Present: Commissioners Doug Nordby, Gene Veeder, Howdy Lawlar, Tom McCabe, and Kathy Skarda. Also present Auditor/Treasurer Johnsrud and State's Attorney Skarda. Chairman McCabe called the meeting to order at 1:00 p.m.

Moved by Skarda, seconded by Lawlar, to approve the bills as presented. Skarda requested more description from departments on the bill listing. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder, to approve the Treasurer's Report for the period ending April 30, 2020, as presented. All voting aye, motion carried.

Moved by, seconded by, to approve the Commission Consent Agenda Items 1 and 2 as presented. All voting aye, motion carried. Items approved: 1. Long X Saloon (Dunn Co Fair Association) – Gaming Site Authorization; 2. Chairman Signature Authority – JDM 2016 Tax Redemption Deed.

Moved by Skarda, seconded by Veeder, to remove Item 1 from the Planning & Zoning Consent Agenda for discussion and to approve Items 2 through 9 as presented. All voting aye, motion carried. Items approved: 2. Border States Paving, INC #11-20CUP Planning & Zoning recommend approval of Conditional Use Permit #11-20, Border States Paving, Inc., to the County Commission to allow a temporary aggregate stockpile and asphalt plant site for the NDDOT Project #SS-7-073 (013) 000, PCN 22329. Adopt the findings and conditions as provided in the staff report. 3. Stenehjem Holding, LLC Reclamation Bond Waiver #006-19CUP Planning & Zoning recommend approval of Reclamation Bond Waiver Request #0006-19CUP - BW, Stenehjem Holdings, LLC. to the County Commission to allow the waiver of the Reclamation Bond requirement, Adopt the findings and conditions as provided in the staff report. 4. Hartel East Reservoir Reclamation Bond Waiver #02-20CUP Planning & Zoning recommend Approval of the Reclamation Bond Waiver request #02-20CUP Hartel East Reservoir to the County Commission to allow the waiver of the Reclamation Bond requirement. Adopt the findings and conditions in the staff report. 5. Elkan Inc Reclamation Bond Waiver #0007-17CUP Planning & Zoning recommends Approval of Elkan, Inc. Conditional Use Permit # 0007-17 Amendment Reclamation Bond Waiver to the County Commission to allow the waiver of the Reclamation Bond requirement per the 2018 Amendment to the Original CUP conditions. Adopt the facts and conditions as provided in the staff report. 6. Elkan Wolff Reservoir Reclamation Bond Waiver #014-19CUP Planning & Zoning recommend Approval of Reclamation Bond Waiver Request #014-19CUP Elkan, Inc. to the County Commission to allow the waiver of the Reclamation Bond requirement. Adopt the findings and conditions in the staff report. #014-19CUP Amendment, which was administratively approved July 3, 2019. Adopt the facts and conditions as provided in the staff report. 7. Zoning Ordinance Amendment Non-Conforming Use-Lot Size Reduction Due to Public Use Section 2.6. Planning & Zoning recommend Approval of Zoning Ordinance Amendment to Section 2.6 Non-Conforming Use-Lot Size Reduction Due to Public Use to the County Commission. Adopt the facts and conditions as provided in the staff report. 8. Skid Unit Permit Fee Ordinance Amendment Planning & Zoning recommend Approval of Zoning Ordinance Amendment to Section 2.16 Skid Unit Permit Fee to the County Commission. Adopt the facts and conditions as provided in the staff report. 9. Administratively Approved CUP's See List.

Discussion was held on Planning & Zoning Item 1: Blue Flame Propane #010-19CUP-Amendment. Nordby asked for the Planning & Zoning Board vote and was reported by Huus to be 4 aye and 3 nay. Huus stated those that voted in favor of the CUP seemed to think the township had approved it, but the township now seems to object to the plan. Jay Lewis, Alex Twp, stated the township approved the CUP about a year ago provided all regulations of the Fire Department and Weed Control were followed, but some requirements have not been met and it was understood the project would remain on hold until all requirements were met. Lance Powell, Alexander Fire Department stated the Fire Department has not been contacted about the project and stated there was a lack of communication and that sufficient water was not available at the site in the event of an emergency. Discussion was held on what constitutes a dependable water source and how best to come to a recommendation that would satisfy the Fire Department's requirements for adequate water. Board consensus was to send this item back to the Planning & Zoning Board to determine with Alexander Fire Department what the appropriate amount of water storage was for this site.

Discussion was held on an upcoming NDIC hearing on oil waste. Board consensus was to not weigh in on the topic at this time.

WCPD Chief Doble provided an EOC update. Doble stated no new cases in over 11 days within the County and that the EOC was moving to inactive status effective 5/22/2020. A monthly stakeholder conference call would occur the 2nd Monday of each month until the emergency declaration was over.

Moved by Skarda, seconded by Nordby, to approve the Pick Up The Patch landfill fee waiver through Tuesday, May 26, due to the Memorial Day holiday. All voting aye, motion carried.

Robin Arndt and Justin Johnsrud, WC Park District, discussed the WC Athletic Park Complex Funding Request with the Board as requested now that bids had been opened. Bids came in lower than anticipated and the Park District requested \$3.75M from the County to complete Phase I of the project. Several items were pulled out of the project that can be completed by the Park District at a lower cost. Veeder recommended to deal with funding requests after all had been presented during the meeting.

WC Mayor Riely addressed the Board regarding the funding request from the previous meeting. Riely stated the City of Watford City has already taken several steps to reduce spending including elimination of overtime and no new projects being started. Riely requested the County take over the 2019 and 2020 ETA Road costs and the 14th Ave SE project. Lawlar requested a JPA to transfer funds and that the bills be paid directly by the County as invoices are presented. SA Skarda stated a JPA would be needed for all fund transfers between the County and other taxing districts. SA Skarda will work on the necessary agreements and bring them back to the Board for approval. Moved by Veeder, seconded by Skarda, to take over the estimated \$8,299,828.09 costs

for the 2019 ETA Roads, 2020 ETA Roads, and 14th Ave SE road project from the City of Watford City contingent upon proper agreements being put in place. All voting aye, motion carried.

Alexander Mayor Wilcox requested funding from the County for current street paving projects that are ongoing in the City of Alexander. The estimated cost for 2020 is \$4M with an additional \$4M in 2021 to complete the other half of the city. Nordby asked what Alexander is putting towards the project. Wilcox stated Alexander has already paid all of the water and sewer infrastructure costs and will pay any costs over the \$4M, which is currently estimated to be between \$1-1.5M. Moved by Skarda, seconded by Lawlar, to create a Joint Powers Agreement with the City of Alexander to transfer \$4M for city road projects. All voting aye, motion carried.

VSO/Risk Manager Samuelson addressed the Board on behalf of Emergency Manager Jappe to request to purchase an enclosed trailer to store cots, blankets, and other emergency equipment. Moved by Veeder, seconded by Skarda, to approve the purchase from Boespflug for \$5,500. All voting aye, motion carried.

Dan Krueger, A&B Pipeliners, requested a waiver of overweight permit fees for pro bono work they were doing at the gun range project. Moved by Veeder, seconded by Lawlar, to waive the fees, up to \$700, for both the in and out trips by A&B Pipeliners for work at the gun range. All voting aye, motion carried.

MCWRD Manager Shaffer requested guidance on 2020 water projects. Board consensus was for the Board to see all final bids on the projects to allow the Board to see associated costs. Shaffer asked if the Board wanted the MCWRD to oversee the sewer plan for the Athletic Park and Fairgrounds project. Board consensus was for the MCWRD to move forward with a study of the proposed sewer plan to include other options in consultation with the City of Watford City. Board direction to Shaffer was to present the bids for approval of these water projects, to move the redundant line across the Missouri River down the list of priorities, and to continue moving forward with the project to get water to the Squaw Gap area of the County.

Moved by Nordby, seconded by Skarda, to approve the parking lot plan for the Public Works Shop Building as presented. All voting aye, motion carried.

Joel Brown, Krown Energy/McKenzie Minerals Management, presented the review of the oil and gas EIS. Brown stated a few questions remain on the document but that Option 3B appeared to be the most reasonable option presented. Moved by Veeder, seconded by Lawlar, to approve the supportive comments for Option 3B and to include the questions about rare plants, sage grouse, and bighorn sheep lambing areas in a letter back to the USFS and to authorize the chairman to sign the letter. All voting aye, motion carried.

Landfill Director Schreiber requested authorization to place the landfill scale office building project out to bid. Moved by Lawlar, seconded by Veeder, to authorize the release of the landfill scale office building project for bids. All voting aye, motion carried.

HR Director Weber provided an update on the job description review of the Veterans Service Office position, which was placed at a C42. Weber stated there were 782 veterans in McKenzie County in 2019. Board consensus was to begin recruit for the VSO position as a C42.

Weber also updated the Board on discussions with EM Jappe and Chairman McCabe on the letter received from WCPD Chief Doble. Weber reported that many of the concerns in the letter had already been addressed with Jappe and that there was a need to reiterate Jappe's job duties and to recommend she stay within those. An example provided was that she does not respond to situations unless requested from the State DES, MCSO, or fire departments and to make a clarification that Jappe is not a first responder. Nordby stated the speeding concerns need to be addressed and recommended having a speed tracking device installed in Jappe's vehicle.

Discussion was held on reopening of County buildings to the public. Weber stated all departments completed the requested workplace assessment. Lawlar stated if the County was going to reopen that employees needed to return to their normal work hours and work stations. Kanwar requested waiting an additional 1-2 weeks to allow additional supplies to be delivered. Moved by Skarda, seconded by Lawlar, to open the Courthouse and Public Works Shop doors to the public beginning Tuesday, May 26, 2020, and for employees to return to normal work hours and work stations on that date, and to allow the Motor Vehicle Branch Office flexibility for appointments once the ordered glass partitions have been installed. All voting aye, motion carried.

Lawlar asked Weber about damage done to the new landfill building and if employees involved had been counseled or reprimanded. Weber reported that the new employee took responsibility and was counseled on the matter. Questions about the actions of the site foreman were raised and Weber was asked to further investigate the accident and report back to the Board at the next meeting.

Arnegard Mayor Eliot requested funding for paving projects within the City of Arnegard totaling \$4M, with 15-20% of the cost in 2020 and the remainder in 2021. Board consensus was to support the project through a Joint Powers Agreement with design in 2020 (estimated \$600,000) and construction in 2021 (\$3.4M). Eliot also requested reimbursement on other completed projects. Veeder stated no other city is being reimbursed for projects and that these funding requests are being considered only due to the impact of the oil industry price and production drop. The Board supports the cities in helping them get through this period of time but cannot guarantee any funding moving forward.

Moved by Nordby, seconded by Skarda, to approve the CR5 Structure replacement as presented for \$578,334.78 with Martin Construction. All voting aye, motion carried.

Moved by Lawlar, seconded by Veeder, to approve the Antelope Creek Structure Replacement as presented for \$449,962.75 with Martin Construction. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to approve the Mountain Plains Master Service Agreement as presented. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to approve the Task Order with Mountain Plains for 6 major structure replacements, totaling \$86,820. All voting aye, motion carried.

Moved by Skarda, seconded by Nordby, to approve the Task Order with Mountain Plains for 5 minor structure replacements, totaling \$66,100. All voting aye, motion carried.

Board consensus was to table the 2020 Aggregate Stockpile Testing Agreement with Terracon because some documentation was missing from the agenda request.

Moved by Nordby, seconded by Veeder, to approve the 23rd St NW Material Testing Agreement with Braun Intertec as presented for \$19,564.30. All voting aye, motion carried.

Moved by Lawlar, seconded by Skarda, to approve the 23rd St NW Construction Surveying Agreement with Brosz Engineering as presented for \$21,138.55. All voting aye, motion carried.

Moved by Skarda, seconded by Veeder to approve the Joint Powers Agreement with Twin Valley Township to transfer 0.758 miles of County Route 2/Sand Creed Road to the County as presented. All voting aye, motion carried.

The Board tabled the US Forest Service Permit and ROW Task Order with Mountain Plains to the next meeting.

Discussion was held on the proposed County Route 2 project after review of a letter received from Debbie Riely of the USFS regarding the NEPA study. Riely stated they have met with KLJ and the County several times on the project and have discussed some of the things that could happen, but that there is no official application from the County at this time. Board consensus was to remove CR2 from the County CIP list of projects at this time due to landowner and other concerns and to only continue to work on maintenance items on the curves.

Kanwar asked for Board direction on the County Route 1 project. Board consensus was to maintain the current pavement portion but not to proceed further on the road at this time.

Discussion was held on an old scoria stockpile agreement with the Lelands. McCabe reported he and Road Superintendent Glover visited with the Lelands to discuss the agreement which expires in December. McCabe stated discussions need to occur regarding future sites and reclamation of the current site.

Auditor/Treasurer Johnsrud presented the 2018 draft audit from Eide Bailly to the Board and discussed the findings in the report and asked for any Board comments. The Board had no additional comments on the draft audit and was prepared to approve the final draft at the next Board meeting.

Discussion was held on the Private Drive Maintenance Agreement draft presented by Lawlar who worked with SA Skarda. SA Skarda asked for Board direction on changes they would like to see in the agreement and asked how auditing of the agreements would be conducted and asked for direction on the agreement term length. Board consensus was this is a document that would be recorded so that it could be located during property searches. Nordby asked how this agreement is different that requests that come from housing developments. Kanwar expressed concern over who gets service and who does not when no fees are involved. Lawlar stated the County would not be responsible for providing surfacing for roadways, but would just blade out ruts or plow snow a couple of times a year. Veeder suggested an initial term of 1 year to test the agreement to see how it worked. Nordby requested specific language regarding housing developments and also needed room for equipment turnarounds. SA Skarda will work to amend the draft agreement to include ingress and egress of subdivision roads, major snow events without a definition of specific inches, language about being maintained if no place to turn around, and a one year term and will bring it back for review at the next Board meeting.

The Board discussed maintenance on Garmann Hill. Lawlar had previously provided an easement stating maintenance would be done by the County and asked if the County would be doing the pavement lift on that segment of road. Board consensus was to provide the maintenance on this section of road. Kanwar stated he would visit the site and bring a cost estimate back to the Board for review.

Moved by Skarda, seconded by Veeder, to name Tom McCabe, Board Chairman, as the authorized signer for the purchase of the Norstog property for the Fairgrounds Relocation project. All voting aye, motion carried.

Moved by Lawlar, seconded by Veeder, to appoint Kathy Skarda to the Alexander Shop Building Committee. All voting aye, motion carried.

Moved by Veeder, seconded by Skarda, to authorize the chairman to sign the Arnegard Fire Department Joint Powers Agreement as presented. All voting aye, motion carried.

Moved by Nordby, seconded by Veeder, to approve the funding request through a Joint Powers Agreement to the Watford City Park District in the amount of \$3.75M for the Athletic Park Complex project. All voting aye, motion carried.

Skarda requested information monthly from Planning & Zoning on the number of building permits, just as the Board received for trip permits.

The meeting adjourned at 5:43 p.m. until June 2, 2020, at 9:00 a.m.

Erica Johnsrud, Auditor/Treasurer

Thomas McCabe, Chairman

<u>Warrant #</u>	<u>Vendor Name</u>	<u>Amount</u>
45296	ALEXANDER PARK DISTRICT	93.91
45297	ALEXANDER RURAL FIRE DISTRICT	4,264.55
45298	ALEXANDER SCHOOL DIST. #2	63,539.09
45299	ALEXANDER TWP.	13,930.88
45300	ANTELOPE CR. TWP.	5,795.07
45301	ARNEGARD PARK DISTRICT	145.38
45302	ARNEGARD RURAL FIRE PROTECTION DIST.	1,530.59
45303	ARNEGARD TWP.	15,630.99
45304	ARNEGARD/CITY OF	965.18
45305	BLUE BUTTES TWP.	10,905.40
45306	CHARBON TWP.	11,580.34
45307	ELM TREE TWP.	25,646.41
45308	GRAIL TWP.	5,984.90
45309	GRASSY BUTTE FIRE DISTRICT	418.06
45310	HAWKEYE TWP.	10,694.53
45311	HORSE CREEK RURAL FIRE DIST.	234.49
45312	KEENE TWP.	10,106.03
45313	MCKENZIE CO. FIRE PROT. DIST.	9,797.66
45314	MCKENZIE CO. HISTORICAL SOCIETY	1,665.77
45315	MCKENZIE CO. SD#1	208,917.84
45316	MCKENZIE SOIL CONS. DIST.	16,559.94
45317	ND STATE TREASURER	15,225.44
45318	NEW TOWN PUBLIC SCHOOL DIST.	68,348.90
45319	NEW TOWN RURAL AMBULANCE DIST.	167.33
45320	NEW TOWN RURAL FIRE DEPT.	167.33

45321	RANDOLPH TWP.	3,957.64
45322	RIVERVIEW TWP.	42,159.06
45323	SIOUX IRRIGATION DISTRICT	2,147.94
45324	SIOUX TWP.	10,279.88
45325	SIOUX-YELLOWSTONE RURAL FIRE DIST.	868.38
45326	TRI TWP	31,161.69
45327	TWIN VALLEY TWP.	58,619.67
45328	UPPER MISSOURI DIST. HEALTH UNIT	6,204.11
45329	WATFORD CITY MUNICIPAL AIRPORT	143.89
45330	WATFORD CITY PARK DISTRICT	8,508.93
45331	WATFORD CITY/CITY OF	8,685.15
45332	WILLISTON FIRE PROTECTION DISTRICT	133.42
45333	WILLISTON VECTOR CONTROL DIST.	5.55
45334	YELLOWSTONE SCHOOL DISTRICT #14	2,643.87
45335	YELLOWSTONE TWP.	18,883.50
45542	ARNEGARD RURAL FIRE PROTECTION DIST.	275,000.00
45543	WATFORD CITY PARK DISTRICT	4,000.00
230434-230452	PAYROLL - MAY 1, 2020	800,496.00
230453	A & A LANDSCAPE & MAINTENANCE OF ND, LLC	3,990.00
230454	ADVANCED BUSINESS METHODS	1,804.07
230455	ALLEGRA OF BOZEMAN	53.68
230456	AMAZON CAPITAL SERVICES	1,644.11
230457	AMAZON/SYNCB	5,873.40
230458	AMERICAN ENGINEERING TESTING, INC.	3,800.00
230459	AMERICAN SECURITY CABINETS, INC.	2,244.00
230460	ARMOR INTERACTIVE	14,776.87
230461	ASCENDUM MACHINERY, INC	873.25
230462	AUTO VALUE	1,031.92
230463	BADLANDS HARDWARE	615.45
230464	BADLANDS OCCUPATIONAL TESTING SERVICES	152.00
230465	BAKER & TAYLOR	1,200.52
230466	BALCO UNIFORM COMPANY, INC.	1,412.81
230467	BASIN SAFETY CONSULTING	408.83
230468	BOB BARKER COMPANY INC	718.30
230469	BOLKEN/DOUGLAS	1,953.00
230470	BOSS OFFICE & COMPUTER PRODUCTS	3,885.46
230471	BRADY'S ROADSIDE SERVICE	125.00
230472	BROSZ ENGINEERING, INC.	117,690.00
230473	BROWNELLS INC.	285.74
230474	BURNS & MCDONNELL	49,143.98
230475	BUTLER MACHINERY COMPANY	5,534.00
230476	C&D WATER SERVICES	390.00
230477	CDW-G GOVERNMENT	3,984.92
230478	CIM SANITARY TECH	7,500.00
230479	CONSTRUCTION ENGINEERS INC.	31,727.00
230480	CORPORATE WAREHOUSE SUPPLY	1,559.65
230481	DAKOTA FIRE PROTECTION, INC	1,005.00
230482	DASH MEDICAL GLOVES	287.60
230483	DAWA DEVELOPMENT, LLC	286.00

230484	DIRTY BIRDS, LLC	3,000.00
230485	DMC WEAR PARTS LLC	1,114.31
230486	DONE RIGHT THE FIRST TIME	1,085.00
230487	DTE,INC.	983.48
230488	E & M SERVICES	925.94
230489	ECOLAB PEST ELIMINATION DIV.	477.00
230490	EMRY'S LOCKSMITHING	4,155.00
230491	FASTENAL COMPANY	22,015.22
230492	FICKEN/MICHAEL	4.56
230493	FIRST INTERNATIONAL BANK & TRUST	3,396.19
230494	FIRST INTERNATIONAL INSURANCE	100.00
230495	GALLAGHER BENEFIT SERVICES INC.	1,200.00
230496	GRAFIX SHOPPE	362.00
230497	GRAINGER	384.78
230498	HANCE/JACOB D	58.00
230499	HAWKEYE OILFIELD SUPPLY	103.23
230500	HECK BUILT LLC	1,575.00
230501	HEGGEN EQUIPMENT CO.	223.20
230502	HOME OF ECONOMY	23.98
230503	IBS, INC	452.04
230504	ICON ARCHITECTURAL GROUP	55,752.29
230505	IPROMO	1,700.00
230506	JAPPE/KAROLIN	15.98
230507	JOHNSON & SUNDEEN	5,850.00
230508	LANE/CHANTEL C	43.02
230509	LARSEN SERVICE DRUG, INC.	371.86
230510	LUND OIL, INC.	2,664.92
230511	MARCO TECHNOLOGIES LLC	1,046.21
230512	MAYO CONSTRUCTION CO. INC.	261,436.64
230513	MCCABE/THOMAS	238.03
230514	MCCODY CONCRETE PRODUCTS, INC	559.57
230515	MCKENZIE CO. FARMER	2,415.01
230516	MCKENZIE CO. MOTOR VEHICLE BRANCH	12.50
230517	MCKENZIE COUNTY HEALTHCARE SYSTEMS	345.29
230518	MCKENZIE COUNTY ROAD & BRIDGE	1,352.51
230519	MEUCHEL COMPUTER SERVICES & OFFICE SUPP	124.35
230520	MOTOROLA	495.00
230521	MULTIMEDIA SALES & MARKETING	475.00
230522	ND ASSN. OF COUNTIES	63.00
230523	ND INSURANCE RESERVE FUND	140.76
230524	NELSON INTERNATIONAL	254.96
230525	NORTHERN DOCUMENTS INC	512.50
230526	NORTHERN HEAVY DUTY TRUCK PARTS	1,307.76
230527	NORTHWEST PIPE FITTINGS, INC	40.67
230528	O K IMPLEMENT CO.	1,801.40
230529	O.K. TIRE STORE, INC	18,378.80
230530	PRAXAIR	923.39
230531	PRO AUTO BODY, LLC	5,910.99
230532	QUADIENT FINANCE USA, INC.	4,500.00

230533	RAW STEEL SERVICES, LLC	2,200.00
230534	RDO EQUIPMENT CO. - FARGO	4,056.29
230535	RED ROCK AUTO WATFORD CITY	949.25
230536	RINK CONSTRUCTION INC.	57,447.44
230537	SAVE THE MAAH DAAH HEY FOUNDATIOIN	35,000.00
230538	SHIPP/ROBERT	58.00
230539	SMITH, PORSBORG, SCHWEIGERT, ARMSTRONG,	45.60
230540	STEIN'S INC.	3,490.92
230541	STREICHER'S	12,742.82
230542	SUMMIT FOOD SERVICE, LLC	7,151.37
230543	TERAFLEX GROUP LLC	710,016.91
230544	THOMSON REUTERS-WEST	338.58
230545	TIMBER AUTO BODY	75.00
230546	TRINITY HOSPITALS	5,190.71
230547	US BANK NA DBA VOYAGER FLEET SYSTEMS	300.93
230548	WATCHGUARD VIDEO	1,761.00
230549	WATFORD CITY LUMBER	11.16
230550	WESTLIE MOTOR CO.	317.99
230551	ALEXANDER/CITY OF	360.37
230552	GARRISON DIVERSION CONSERVANCY DIST.	8,280.02
230553	L. YELLOWSTONE IRRIG. DIST. #2	26,708.52
230554	MCKENZIE CO. AMBULANCE SERVICE	1,446.79
230555	YELLOWSTONE SCHOOL DISTRICT #14	847.50
230556	ALEXANDER/CITY OF	116.00
230557	ARMSTRONG SANITATION	902.50
230558	CENTURY LINK	176.68
230559	CONSOLIDATED TELCOM	96.42
230560	INFORMATION TECHNOLOGY DEPT.	6,072.85
230561	MCKENZIE COUNTY RURAL WATER	207.42
230562	MCKENZIE ELECTRIC CO-OP INC.	7,342.01
230563	MONTANA DAKOTA UTILITIES CO.	21,350.76
230564	NEMONT	28.50
230565	RESERVATION TELEPHONE CO-OP	9,530.24
230566	SOUTHWEST WATER AUTHORITY	49.00
230567	VERIZON/ACCT 342033315-01	2,758.13
230568	VERIZON/ACCT 842030146-01	3,920.23
230569	WATFORD CITY WATER DEPT./CITY OF	4,331.66
230570-230593	PAYROLL - MAY 15, 2020	821,965.04
230594	A & A LANDSCAPE & MAINTENANCE OF ND, LLC	6,803.57
230595	A-1 AUTO GLASS	2,870.22
230596	ACCUSOURCE INC.	1,042.80
230597	ACME TOOLS	509.99
230598	ADVANCED BUSINESS METHODS	233.82
230599	ADVANCED DRAINAGE SYSTEM INC	26,256.30
230600	ADVANCED ENG. & ENVIRONMENTAL SERV.,INC.	25,073.25
230601	AGRI INDUSTRIES, INC.	873.44
230602	ALLEGIANCE COBRA SERVICES, INC.	55.00
230603	AMAZON CAPITAL SERVICES	8,176.27
230604	AMERICAN WELDING & GAS	32.55

230605	AQUA CHEM	1,315.00
230606	ARMOR INTERACTIVE	47,499.90
230607	ASDCO CONSTRUCTION SUPPLY	2,197.25
230608	ASTRO-CHEM LAB, INC.	50.00
230609	BADLANDS HARDWARE	510.72
230610	BADLANDS OCCUPATIONAL TESTING SERVICES	562.00
230611	BAKER & TAYLOR	873.47
230612	BALCO UNIFORM COMPANY, INC.	583.43
230613	BARRETT PHARMACY	1.04
230614	BECKER/BARBARA J.	500.00
230615	BEICEGEL STATION	314.63
230616	BEK CONSULTING, LLC	12,012.46
230617	BIG HORN TIRE, INC	2,351.00
230618	BLUE TARP FINANCIAL, INC.	764.61
230619	BOB BARKER COMPANY INC	297.73
230620	BOGUE/KAYLEY J	28.00
230621	BOSS OFFICE & COMPUTER PRODUCTS	2,585.43
230622	BRAUN INTERTEC CORPORATION	6,246.20
230623	BUTTONS BY FISH	1,080.00
230624	C.E. BROOKS & ASSOCIATES,P.C.	181.20
230625	C&D WATER SERVICES	100.00
230626	CASCADE AUTO GLASS	1,450.00
230627	CDW-G GOVERNMENT	3,668.84
230628	CHARLIE'S SERVICE, LLC	210.42
230629	CHARM-TEX,INC.	30.18
230630	CIVIL SCIENCE INFRASTRUCTURE, INC.	30,225.19
230631	CODE RED TOWING LLC	125.00
230632	CORE & MAIN	11,519.92
230633	COUNTIES PROVIDING TECHNOLOGY	2,947.03
230634	D & D WATER WELL SERVICE	3,465.00
230635	D & L LITTLE GREENHOUSE	334.13
230636	DAKOTA SUPPLY GROUP	14,892.89
230637	DAWA DEVELOPMENT, LLC	162.00
230638	DEAN/JAMES A.	650.00
230639	DEANS BULK SERVICE, INC	425.60
230640	DIRTY BIRDS, LLC	4,140.00
230641	DONE RIGHT THE FIRST TIME	559.33
230642	ELKAN, INC	20.00
230643	EMERGENCY MEDICAL PRODUCTS	259.98
230644	EVIDENT CRIME SCENE PRODUCTS	144.00
230645	FARMERS UNION OIL COMPANY	42,412.73
230646	FASTENAL COMPANY	2,411.60
230647	FIRST INTERNATIONAL INSURANCE	50.00
230648	GALLS INCORPORATED	482.99
230649	GIBBS TOWING, LLC	187.50
230650	GIS WORKSHOP	18,035.00
230651	GRAINGER	478.08
230652	GROSS/WINONA	125.00
230653	H.A. THOMPSON & SONS,INC.	1,290.89

230654	HANSEN DIESEL & AUTOMOTIVE	1,883.42
230655	HEGGEN EQUIPMENT CO.	326.95
230656	HELLANDSAAS/MARCIA	100.78
230657	HILL ENTERPRISES	1,423.36
230658	HOSE & RUBBER SUPPLY	185.64
230659	IBS, INC	84.64
230660	ICON ARCHITECTURAL GROUP	42,700.69
230661	INFORMATION SYSTEMS CORP.	2,105.00
230662	INFORMATIONAL DATA TECHNOLOGIES LLC	29,454.21
230663	INGRAM/MAX	513.76
230664	INTERACTIVE DATA, INC	50.00
230665	IPROMO	1,987.50
230666	JOHNSRUD/ERICA	165.00
230667	JOHNSTON/DEBORA	54.05
230668	KITAGAWA/BENJI KURT	2,000.00
230669	KLJ ENGINEERING, LLC	76,542.09
230670	KOTANA COMMUNICATIONS, INC.	460.28
230671	KROWN ENERGY GROUP, LLC	3,972.50
230672	KUMMER'S PUMPING	400.00
230673	LANE/CHANTEL C	21.51
230674	LARSEN SERVICE DRUG, INC.	300.25
230675	LICKERT/KRISTA D	237.30
230676	LINK COMPUTER CORPORATION	550.00
230677	LUND OIL, INC.	905.13
230678	LUPINE CONSTRUCTION, INC	465.00
230679	MARQUART/ANDREW S	198.00
230680	MCKENZIE CO. FARMER	143.20
230681	MCKENZIE CO. HEALTHCARE SYSTEMS	1,811.16
230682	MCKENZIE CO. MOTOR VEHICLE BRANCH	140.00
230683	MCKENZIE COUNTY RURAL WATER	2,240.38
230684	MCKENZIE ELECTRIC CO-OP INC.	3,907.38
230685	MEDLINE INDUSTRIES, INC	8.45
230686	MIDWEST DOORS OF DICKINSON, INC.	1,203.35
230687	MINNESOTA VALLEY TESTING LABS	10,805.25
230688	MOEN/CURT	1,440.00
230689	ND ASSN. OF COUNTIES	943.70
230690	ND DEPT.OF CORRECTIONS & REHABILITATION	125.00
230691	ND INSURANCE RESERVE FUND	74.04
230692	ND OFFICE OF THE ATTORNEY GENERAL	3,745.00
230693	ND SCHOOL BOARDS ASSOCIATION	200.00
230694	NELSON INTERNATIONAL	655.97
230695	NEWMAN TRAFFIC SIGNS	3,245.30
230696	NORTH DAKOTA ONE CALL	484.00
230697	NORTHERN HEAVY DUTY TRUCK PARTS	1,625.28
230698	NORTHERN SAFETY & INDUSTRIAL	127.34
230699	NORTHWEST PIPE FITTINGS, INC	2,502.97
230700	O K IMPLEMENT CO.	978.64
230701	O.K. TIRE STORE, INC	5,769.19
230702	OLSON/TRAVIS J	28.00

230703	PARSHALL LUMBER & SUPPLY LLC	679.70
230704	PAYSTUBZ	1,442.40
230705	PHARMCHEM. INC.	827.95
230706	PRAXAIR	1,222.69
230707	RDO EQUIPMENT CO. - FARGO	6,433.89
230708	RECORD KEEPERS LLC	82.00
230709	RED ROCK AUTO WATFORD CITY	1,838.35
230710	RED ROCK OF DICKINSON, INC	2,978.00
230711	RESERVATION TELEPHONE CO-OP	3,739.15
230712	ROCKMOUNT RESEARCH & ALLOYS, INC.	1,166.14
230713	SAX MOTOR CO	185.34
230714	SAX WATER DEPOT LLP	981.75
230715	SCOFIELD/JESSIE	4,886.00
230716	SINCLAIR CYBERNETICS, LLC	4,537.50
230717	SIRCHIE FINGER PRINT LAB.	106.50
230718	SOUTHWEST MULTI-COUNTY CORRECTION CENTER	100.00
230719	STEIN'S INC.	2,338.61
230720	STREICHER'S	12,644.58
230721	SUMMIT FOOD SERVICE, LLC	7,020.39
230722	THE SIDWELL COMPANY	3,415.00
230723	THOMSON REUTERS-WEST	859.13
230724	TIMBER AUTO BODY	857.60
230725	TITANIUM PLUMBING	250.00
230726	TOTAL SAFETY U.S., INC.	3,018.96
230727	TRIANGLE R ENTERPRISES	17,745.00
230728	TSCHETTER/DAWN	54.39
230729	TWOGOOD/SCOTT	2,177.66
230730	UNDERGROUND VAULTS & STORAGE, INC.	11.10
230731	UNITED QUALITY COOPERATIVE	3,081.04
230732	US BANK NA DBA VOYAGER FLEET SYSTEMS	8,875.61
230733	VALLI INFORMATION SYSTEMS, INC	898.86
230734	VELOCITEL LLC	25.00
230735	VERIZON CONNECT FLEET USA LLC	96.00
230736	VOGEL LAW FIRM	22.00
230737	WARNE CHEMICAL & EQUIPMENT CO.	116.50
230738	WAWSA	163,222.17
230739	WEST DAKOTA WATER, LLC	1,054.37
230740	WESTLIE MOTOR CO.	4,504.60
230741	WIR3D ELECTRIC INC.	11,950.00
230742	WOLD/DREW	10.00
230743	ZUGER KIRMIS & SMITH, PLLP	417.00
230744-230753	PAYROLL - MAY 29, 2020	705,291.73