

**Amended - Mercer County Commission
Minutes
March 15, 2023**

The meeting was called to order at 9:01 am by Chairman Travis Frey. Present were Commissioners, Jamee Folk, Rick Bauman, Liza Taylor, Gene Wolf, Auditor Samantha Melberg, and Dan Arens of the Hazen Star. Others present during portions of the meeting were Auditor Elect Carmen Reed, Charlie Hankins IE, Kevin Kalvodav IE, Sheriff Ternes, Tax Director Cyndi Zueger, Ashley Miller, Road Superintendent Ken Miller, Maintenance Supervisor Jim Albers, and Extension Agent Craig Askim.

Taylor moved to approve the agenda with the additions. Folk seconded. All voted aye. Motion passed.

Bauman moved to approve the minutes as presented from the March 7, 2023 commission meeting. Taylor seconded. All voted aye. Motion passed.

Board reviewed bills.

Bauman moved to approve bills with the removal of voucher #78056 for Anna Six. Folk seconded. All voted aye. Motion passed.

The following bills were approved for payment. (Check #47877-47926) (ARMOR INTERACTIVE \$1,881.00; THE BEACON \$1,074.63; BEULAH LUMBER CO \$9.99; BLOOM'N HOUSE \$40.00; BRONSON'S MARKETPLACE \$8,359.42; BUTLER MACHINERY CO \$178.93; CHARM-TEX, INC. \$262.28; CUSTER HEALTH DISTRICT \$4,237.86; D & E SUPPLY CO INC. \$1,135.42; ELECTRONIC COMMUNICATIONS INC \$1,475.00; LITTLE FALLS MACHINE INC. \$1,014.64; FARMERS UNION OIL CO. \$11,354.50; WEX BANK \$124.06; HAZEN HEALTH PHARMACY \$69.67; INFORMATION TECHNOLOGY DEPARTMENT \$5,373.94; J & M HARDWARE INC. \$392.95; KRAUSE SUPER VALU \$73.48; KRIS ENGINEERING, INC. \$1,957.19; M & A HEATING & AIR CONDITIONING \$8,395.14; RELX INC. DBA LEXISNEXIS \$199.00; MELBERG, SAMANTHA \$208.40; MERCER COUNTY HIGHWAY DEPARTMENT \$1,351.70; MIDCONTINENT COMMUNICATIONS \$167.09; NAPA \$270.54; ND ASSOCIATION OF COUNTIES \$126.00; ND ASSOCIATION OF COUNTIES 911 \$859.04; ND DEPT OF HUMAN SERVICES \$1,518.20; ND SECRETARY OF STATE \$36.00; ND SHERIFF'S & DEPUTIES ASSOC. \$500.00; ND WEED CONTROL ASSOCIATION \$275.00; NDSU CUSTOMER ACCOUNT SERVICES \$120.00; NDSU EXTENSION - MCLEAN COUNTY \$40.00; QUADIENT FINANCE USA, INC. \$1,000.00; NORTHERN SAFETY CO. INC. \$212.80; PENGUIN MANAGEMENT, INC. \$5,400.00; PFLIGER, METTA \$57.42; PHARMCHEM, INC. \$270.55; POSTLE INDUSTRIES, INC. \$4,258.50; PRO-VISION VIDEO SYSTEMS \$497.10; RDO EQUIPMENT COMPANY \$229.96; RETTERATH REAL ESTATE, LLP \$675.00; ROUGHRIDER ELECTRIC COOPERATIVE, INC. \$1,654.35; SIX, ANNA \$500.00; STERICYCLE, INC. \$20.00; STROUP INSURANCE & REALTY \$50.00; TAYLOR, LIZA \$100.00; THE HUB CONVENIENCE STORES, INC. \$126.50; UNIFORM CENTER \$375.95; WEST RIVER TELECOMMUNICATIONS \$3,679.18; Mercer County Highway Department \$1,404.32). (Totaling: \$73,592.70).

Folk moved to approve the Leadership membership with Vision West. Taylor seconded. All voted aye. Motion passed.

Auditor Melberg presented changes to the 2023 budget transfer sheet due to the request made from the board to create new accounts for the Prairie Dog Funds and the County Infrastructure Funds (HB1505).

Folk moved to approve the updates to the 2023 Budget Transfer Sheet. Taylor seconded. All voted aye. Motion passed.

Wolf moved to accept the December, January, and February Recorders fees in the amount of \$2,878.60 and \$3,947.00. Bauman seconded. All voted aye. Motion passed.

Wolf moved to accept the February Sherriff fees in the amount of \$31,546.13. Bauman seconded. All voted aye. Motion passed.

Wolf moved to sell the following properties to the City of Zap for \$1.00.

Lot 6 & the W 20' of lot 5 Blk 3, 319 Iowa ST, Zap – ZZ14489120306

E 80' lots 1-2-3 Blk 2, 110 2nd Ave, Zap – ZZ14489010202

Folk seconded. All voted aye. Motion passed.

Taylor moved to approve Duplicate Warrant Check #54517 in the amount of \$47.68 paid to Roller. Folk seconded. All voted aye. Motion passed.

Recess at 9:57 A.M.

Reconvened at 10:06 A.M.

Charlie Hankins of Interstate Engineering and Ken Miller, Mercer County Road Superintendent gave updates on the following road issues.

CR 21 Patching – recommendation is to overlay where there has been reported damage.

Motor Grader Unit 104 has 71,180 hrs on it and is almost at the max hours for buyback. Miller would like to advertise for bids for a replacement.

Wolf moved to approve bids for a replacement motor grader. Bids will be due April 19, 2023 at 10:00 AM. Bauman seconded. All voted aye. Motion passed.

Miller presented WRT Utility Permit #1746 to bore for fiber optic.

Folk moved to approve WRT permit #1746. Bauman seconded. All voted aye. Motion passed.

Hankins gave update for the bridge #29-134-20.0 project. Box culverts are back ordered and there is no guarantee on expected delivery. The state would allow the County to provide an alternate structure. Possibly corrugated metal pipe or reinforced concrete pipe.

Bauman moved to proceed with the alternate structure. Taylor seconded. All voted aye. Motion passed.

Wolf asked Miller for clarification on the 2023 Road Restriction Policy. It would include all County roads except the road out to Coteau and Cty Rd 25.

Restrictions are 6 ton per axle and max GVW of 65,000 pounds.

Folk discussed a minimal maintenance road that is affecting the bus routes.

States Attorney Schwarz recommends to remove the sign.

Maintenance Supervisor Jim Albers presented estimates for building projects from Interiors by design. Seven projects were presented. Each Commissioner made

their recommendations on which projects they would like to approve first. Wolf recommended 1-4, Bauman 1-7, Taylor 1-4, Folk 1-4, Frey 1-4.

Folk moved to approve projects 1 through 4 listed on the proposal from Interiors by Design. Projects would include the training room update, rooms off of the training room, Breakroom and bathroom off the training room. Wolf seconded. All voted aye. Motion passed.

Extension Agent Craig Askim gave an update. Pesticide training is complete, all applicator recerts are complete. With the winter weather conditions, they foresee a high volume in livestock death throughout the county and the disease rates will rise as well. The extension office has an opening for a part time position. Ashley miller gave clarification for bill # 78056. Bauman moved o approve bill # 78056 paid to Anna Six. Folk seconded. All voted aye. Motion passed.

Portfolio Updates were given.

Portfolio Updates Suspended.

Auditor Melberg and Auditor Elect Reed asked to remove Melberg from all Mercer County accounts and add Reed.

Taylor moved to remove Samantha Melberg and add Carmen Reed to account 30218 as the authorized signer effective April 1, 2023. Bauman seconded. All voted aye. Motion passed.

Taylor moved to remove Samantha Melberg and add Carmen Reed as the authorized signer to all accounts that pertain to the Auditors office effective April 1, 2023. Bauman seconded. All voted aye. Motion passed.

Discussion was held regarding the Auditors transition date.

Portfolio updates resumed.

There being no further business the meeting was adjourned at 11:53 A.M. The next regular meeting is scheduled for April 5, 2023 at 9:00 AM in the boardroom of the Mercer County Government Center in Stanton, North Dakota. The meetings can be viewed online at www.mercercountynd.com

Approved: _____
Travis Frey, Chairman

Attest: _____
Samantha Melberg, Auditor