

## GRAND FORKS COUNTY COMMISSION MEETING

March 15, 2022 – 4:00 P.M.

The Board met pursuant to adjournment with Commissioners Falck, Rost, Engen, Knauf and Pic present.

Moved by Rost, seconded by Pic, to approve the minutes of the March 1, 2022 meeting. Motion carried unanimously.

Moved by Rost, seconded by Engen, to approve the order of the agenda, moving the Correctional Center CMRQ Selection after Grand Sky and adding the County Planner and Sheriff Schneider after that item. Motion carried unanimously.

Moved by Pic, seconded by Engen, to approve the consent agenda. Items in the consent agenda included: bills as submitted by the County Auditor, check # 40605 - Traill County Sheriff- \$500, 40606 - City of Emerado (Hwy)- \$78.94, 40607 - City of Northwood (Hwy)- \$182.41, 40608 - City of Thompson (Hwy)- \$73.91, 40609 - 1101 Dental Pllc- \$401, 40610 - 3-D Specialties- \$35.4, 40611 - A+ Yard and Snow LLC- \$2685, 40612 - Abbco Tools LLC- \$399.98, 40613 - Advance Auto Parts- \$424.9, 40614 - Airworx LLC- \$1199, 40615 - Altru Clinic-Main- \$5213, 40616 - Altru Health System (978)- \$7335.35, 40617 - Anderson Dorinda- \$107.64, 40618 - Anderson, Mike Or Joni- \$365.37, 40619 - Andrus, Victoria R - \$184.97, 40620 - Arapahoe County Combined Courts- \$20.25, 40621 - Atkinson, Kaitlin J- \$148.41, 40622 - Basting, Peter Phillip- \$190, 40623 - Bert's Truck Equipment Inc.- \$569.8, 40624 - Bob Barker Company- \$140.3, 40625 - Boudreaux, Nicole J - \$204.12, 40626 - Burggraf's Ace Hardware- \$133.81, 40627 - Cellmer Bushy, Christy L - \$53.82, 40628 - CHS Ag Services- \$283, 40629 - City of Grand Forks- \$3148.31, 40630 - City of Grand Forks-Police Dept- \$79.48, 40631 - City of Grand Forks-Water- \$6681.48, 40632 - Coast To Coast Computer Products- \$789.95, 40633 - Comfort Inn-Bismarck- \$86.4, 40634 - Connect Interiors LLC- \$2344.49, 40635 - Cota, Jerome A- \$150, 40636 - Dale's Machine Shop, Inc.- \$752.86, 40637 - Daydreams Specialties- \$575.75, 40638 - Deere Credit Inc- \$2985.58, 40639 - Dell Marketing Lp- \$2217.5, 40640 - Diamond Cleaning Supply- \$411.97, 40641 - Dubore Funeral Home- \$2300, 40642 - East Central Regional Water District- \$60, 40643 - Enterprise Rent-A -Car- \$660.32, 40644 - Falck Thomas H - \$40.95, 40645 - Forum Communications- \$1112.43, 40646 - Forum Communications - Fargo- \$220, 40647 - Germundson Kress- \$144.45, 40648 - GF Public Health Department- \$24713.69, 40649 - GF Welding & Machine- \$262.61, 40650 - Grand Sky Construction Company LLC- \$122460.34, 40651 - Greg's Lawn & Landscape- \$11259.4, 40652 - Guardian Fleet Safety LLC- \$348.75, 40653 - Gudajtes Amber- \$114.08, 40654 - H & L Mesabi- \$20784, 40655 - Information Technology Dept- \$3264.8, 40656 - Jeffrey Donohoe Associates, LLC- \$38000, 40657 - Keller Jalissa Spanier- \$40.95, 40658 - Knain Jolaine- \$80.33, 40659 - Knight Printing- \$391.54, 40660 - Knudson, Rochelle- \$87.17, 40661 - Larimore Fire Protection District- \$42000, 40662 - Liberty Business Systems-Fargo- \$83.69, 40663 - Little Falls Machine Inc- \$1862.22, 40664 - Loffler- \$47.91, 40665 - Lowe's- \$240.32, 40666 - Lund Jacki- \$159.47, 40667 - Lunseth Plumbing & Heating- \$3891.25, 40668 - Manvel Oil Coop- \$6568.44, 40669 - Marco -Tx- \$692.24, 40670 - Marco Technologies LLC- \$335.86, 40671 - Marco Technologies LLC - Pa- \$1048.3, 40672 - Mckesson Medical Surgical- \$1621.05, 40673 - Menards- \$1189.3, 40674 - Mewes Lee- 100, 40675 - Meyer Janet- \$23.4, 40676 - Midcontinent Communications- \$163.39, 40677 - Moen Nathan C- \$69, 40678 - Morgan Lori- \$56, 40679 - Morin, Amber- \$90.68, 40680 - Mutch Oil Co- \$2850.93, 40681 - Mutch Oil Company- \$1368.75, 40682 - Myles Kami Jo- \$232.83, 40683 - Napa Auto Parts- \$8.39, 40684 - ND Dept of Trust Lands- \$13966.15, 40685 - ND DHS Finance Dept- \$4409.11, 40686 - ND One Call Inc- \$25, 40687 - Nelson Debbie- \$380.09, 40688 - Nelson International- \$3375.82, 40689 -

Networking Specialists- \$5539.5, 40690 - Northern Plumbing Supply- \$643.19, 40691 - Nygaard-Koplin Dawn- \$565.2, 40692 - O'Reilly Auto Parts- \$950.64, 40693 - Office Depot-Chicago- \$681.69, 40694 - Olson Sadie- \$21.06, 40695 - Olson, Mikaela E - \$250.38, 40696 - Olson, Shannon L- \$115.83, 40697 - Peru- \$3869.04, 40698 - Pierce County Sheriff's Office- \$75, 40699 - Polk County Sheriff- \$150.32, 40700 - PPI Consulting- \$475, 40701 - Premium Waters, Inc- \$203.69, 40702 - RDO Truck Center- \$959.28, 40703 - Roue, Emily- \$119.93, 40704 - Safe Kids- \$135, 40705 - Schumacher, Sydney M - \$33.93, 40706 - Seeba Beth A- \$35.1, 40707 - Shook, Patricia E- \$66.11, 40708 - Skip's Petroleum- \$3330.04, 40709 - Smette Shellie- \$259.16, 40710 - Solariski Kimberly- \$93.6, 40711 - Staples Business Credit- \$476.42, 40712 - Streichers- \$11.99, 40713 - Suedel Amy- \$121.1, 40714 - Swiontek Steven- \$555, 40715 - Tech Check, LLC- \$291.87, 40716 - Thomson West- \$1830.6, 40717 - Thur-O-Clean- \$485, 40718 - Tic Inc- \$711, 40719 - Titan Machinery-Northwood- \$66.56, 40720 - Toshiba America Business Solutions- \$63.21, 40721 - Toys For Trucks- \$895, 40722 - Traill County Sheriff- \$56, 40723 - Tri-County Water District- \$54, 40724 - UND Office of Safety- \$461.99, 40725 - US Bank - Cm 9690- \$500, 40726 - US Postal Service- \$332, 40727 - US Postmaster-Grand Forks- \$378, 40728 - USPS-POC- \$1500, 40729 - Valley Dairy- \$256.75, 40730 - Vanguard Appraisals Inc- \$2550, 40731 - Verizon Wireless - Newark Nj- \$3151.62, 40732 - Vilandre- \$536.5, 40733 - Waste Management of Wi-Mn- \$1602.48, 40734 - Yorhom Medical Essentials- \$83.76, 40735 - DCI Credit Service Inc- \$351.99, 40736 - Florida State Disbursement Unit- \$163.39, 40737 - Rodenburg Law Firm-Fargo- \$156.53, 40738 - Sd Child Support- \$185, ACH payment to - Acme Electric/Tool Crib of Nor - \$518, - Aerial Metrics Inc - \$499, - Allstate Peterbilt - \$97.96, - Amundson Funeral Home - \$2300, - Balco Uniform Co - \$3679.75, - Batteries Plus Bulbs - \$340.25, - Butler Machinery Company - \$3371.04, - Cintas - \$150, - Cole Paper Inc. - \$5205.45, - Community Violence Interventio - \$4368.37, - Dahl Funeral Home - \$2300, - Dennie's Delivery Inc - \$240, - Docu Shred Inc - \$121.28, - Farmers Oil Co - \$13177.2, - Galls An Aramark Company - \$450.14, - GF County Historical Society - \$100, - GF Fire Equipment Company - \$452, - Global Safety Network - \$381.75, - Greater GF Fair & Exhibition - \$64080.89, - Home of Economy - \$609.73, - Interstate Power Systems Inc - \$76, - Interstate Towing & Recovery - \$916.7, - Keith's Security World - \$101.4, - KLJ - \$6015.97, - Northdale Oil - \$6702.3, - Orchard Oil Co - \$9727.35, - RDO Trust Account #80-5800 - \$6317.21, - Reliance Telephone Systems Inc - \$2082.5, - Royal Tire Inc - \$365.44, - Rydell Chevrolet - \$752.38, - Sheyenne Tooling and Mfg Inc - \$98.2, - Stones Mobile Radio Inc - \$2073.46, - Summit Food Services LLC - \$31194.82, - Titan Machinery-GF - \$1092.03, - Twp of Chester Clk/Treas - \$72578.1, - Valley Petroleum Equipment Inc - \$131.11, - Valley Truck - \$231.51, - VM Findley Consulting LLC - \$8000, - Western Detention - \$6876.5, - Wonder Years - \$265.5, - Xcel Energy - Mpls - \$63363.15, and purchasing card transactions in the amount of \$24,369.22; overtime; February financial report; gaming site authorization for the Hitching Post Bar & Grill; and game of chance permit for Larimore Golf Club. Motion carried unanimously.

Brad Gerken, Grand Sky Development Company, addressed the board.

Moved by Engen, seconded by Rost, to approve a change order of \$135,000 to the Sand Steel Building contract and \$8,000 for Nodak aid in construction. This will be paid with the 21-23.036 Grand Forks Enhanced Use Lease Development Grant. Motion carried unanimously.

Tom Ford, Director of Administration, addressed the board.

Moved by Engen, seconded by Pic, to approve the Selection Committee's recommendation of Construction Engineers to perform the Construction Manager at Risk for the construction of the new Juvenile Detention Center and addition to the Correctional Center. Motion carried unanimously.

Lane Magnuson, County Planner, addressed the board.

Moved by Pic, seconded by Knauf, to approve the plat application of Andy Cronquist for the plat of Cronquist Subdivision in the W ½ of section 10, Gilby Township. Motion carried unanimously.

Moved by Rost, seconded by Pic, to approve the plat application of Dorinda Hagen for the plat of Hagen Subdivision in the SW ¼ of section 34, Chester Township. Motion carried unanimously.

Sheriff Schneider addressed the board.

Moved by Engen, seconded by Rost, to approve the North Dakota Game and Fish Department Boat Safety Grant. Motion carried unanimously.

Keith Danks Jr addressed the board requesting the 5% property tax discount on his properties and if the discount is not granted, he would like to receive a refund of the payment applied to the second half payment because the taxes are not due until October 15, 2022.

Moved by Rost, seconded by Knauf, to deny the request of Mr. Danks to receive the 5% property tax discount because the postmark on the payment envelope was February 16, 2022, a day after the discount period ends and to deny the request to refund the tax applied to the second installment because the ND Century Code does not allow for this type of refund. Motion carried unanimously.

Kaitlin Atkinson, Vision Zero Regional Coordinator, gave an update on the accomplishments of this year and the plans for the future.

Kari Goelz, Emergency Manager, addressed the board.

Moved by Rost, seconded by Pic, to approve the following Grand Forks County Emergency Declaration with Chair's signature. Motion carried unanimously.

## **GRAND FORKS COUNTY EMERGENCY DECLARATION**

WHEREAS, Grand Forks County has the potential for damage to roads, bridges, culverts, farmlands, homes, business and other public facilities from overland flooding and the flooding of tributaries to the Red River of the North if it reaches or exceeds flood stage;

WHEREAS, the impact of these potential damages may threaten the health, wellbeing and public safety of citizens in Grand Forks County; and

WHEREAS, the cost of cleanup, repair and replacement of such damaged facilities may be more than available County resources.

Now, THEREFORE, BE IT RESOLVED that Grand Forks County, a municipal corporation by and through the Board of County Commissioners, Grand Forks County, North Dakota, declares Grand Forks County, its cities, its public and private areas, to be an emergency area and orders the activation and utilization of the Emergency Operations Plan, its procedures, attachments and appendices to monitor the situation, develop a detailed damage assessment, alleviate hardship and initiate appropriate relief actions and mitigation measures by departments and agencies of local government to limit the hardships and impact of the emergency upon the citizens of Grand Forks County.

DATED at Grand Forks, North Dakota, this 15<sup>th</sup> day of March, 2022.

Nick West, County Engineer, addressed the board.

As a requirement of the federal aid process, the selection committee for the engineering RFP for the construction engineering for paving project and BRIC project shall be Nick West, Commissioner Pic and a third member selected by Mr. West.

Moved by Engen, seconded by Pic, to purchase the used 8600A Snowblast snowblower from Traill County for \$10,000. Motion carried unanimously.

Bill Gerszewski, Building and Grounds Manager, addressed the board.

Moved by Rost, seconded by Knauf, to approve window cleaning at the County Office Building and Courthouse for an estimated cost of \$12,000 to be paid from capital improvements in 2022 and will be budgeted for every other year in the Buildings and Grounds' budget beginning in 2024. Motion carried unanimously.

Moved by Rost, seconded by Engen, to accept the quote from Burnn Boiler & Mechanical for \$3,800 for the repair of boiler #3 at the Courthouse. This is to be paid from capital improvements. Motion carried unanimously.

Moved by Knauf, seconded by Pic, to accept the quote from Interstate Power Systems for \$29,000 to replace the backup generator at the Courthouse, plus additional electrician costs. This is to be paid from capital improvements. Motion carried unanimously.

Tom Ford, Director of Administration, addressed the board.

Moved by Engen, seconded by Rost, to lift the restrictions placed on the County Office Building conference rooms due to COVID-19. Motion carried unanimously.

Moved by Rost, seconded by Pic, to approve an Administrative Coordinator position, grade 11, step 1, effective May 16, 2022 and approve a budget amendment of \$56,308 for the Director of Administration's budget. Motion carried unanimously.

Michele Thiel, Human Resource Director, addressed the board.

Moved by Pic, seconded by Engen, to approve the Director of Administration to coordinate the management and the Human Resource Director to handle any personnel issues in the IT Department until a replacement is hired for the retiring IT Director. Motion carried unanimously.

Moved by Rost, seconded by Pic, to adjourn. The meeting adjourned at 5:54pm. The next meeting will be held on April 5, 2022 at 4:00pm.

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Thomas H. Falck, Chairman  
Grand Forks County Commission

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Debbie Nelson, County Auditor