

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
AUGUST 6TH, 2013
7:30 A.M.

The Commissioner Meeting was called to order at 8:40 am. by Chairman Jeff Beyer following the Social Service Meeting. A meeting of the Board of Bottineau County Commissioners was held in the Commissioner Room at the Courthouse with the following members present: Chairman Jeff Beyer, Vice-Chairman Dan Marquardt, Commissioners Todd Streich, LeRoy Rude, Lance Kjelshus, Swain Benson, States Attorney and County Auditor, Lisa Herbel.

The Agenda was approved with an update on Northwest Water Project added to other business.

Minutes – a motion was made to approve the minutes of July 2nd, 2013 by Marquardt, seconded by Rude. Motion carried unanimously.

Brad Robertson, Wold Engineering, discussed the current Bottineau County projects.

An Award Letter was received from the NDDOT for the Project TEO-0005(033), the Lake Metigoshe Shared Use Path, awarding the County with federal aid funding of up to \$166,400. The NDDOT will be notified that the County plans to proceed with the Project.

Bridge Project BRO-0005(030) – Swingen Construction has begun working on the bridge

Project CONA- 0527(053) – Newburg North, the paving is underway starting on the upper lift and this phase should be finished by the end of the week. Brad presented a change order from Mayo Construction for \$1980.00 for tubular markers for safer traffic control. A motion was made to sign the change order for the tubular markers by Streich, seconded by Marquardt. Motion carried unanimously.

Project SC-0520(057) – Maxbass to Newburg, the crack sealing should be starting this week and the chip sealing in the middle of August.

Project CER-052(056) – Kramer to Russell, Wold Engineering and Knife River Contractors will be working with the Russell Elevator to make sure there is the least amount of disruption to the harvest process.

Bottineau County will receive \$3.4 million in February, 2014 under HB 1358. Approximately 2 million will go to the Newburg North Project, with 1.4 needing to be allocated to a project. A motion was made to use the remaining 1.4 million in oil impact funding to build up the Long Lake Loop Road, by Kjelshus, seconded by Rude. Motion carried unanimously. Brad will submit the project to Bryon Fuchs at the NDDOT.

Brad also reported that Braun Intertec is going to be in the area performing weight testing which helps indicate the load rating of the roads and makes recommendations. The potential cost to Bottineau County will be \$4000.00 - \$5000.00. Brad will work with Ritchie on which roads need to be done.

The FEMA bridge located in Mountrose Township was discussed and a motion was made to call for bids for the September meeting by Streich, seconded by Marquardt. Motion carried unanimously.

Commissioner Marquardt advised that there will be a meeting with the City on Thursday, August 8th, to discuss options for the water issues in the Northwest part of the city.

Arvid Anderson, Jay Bullinger, Byron Bullinger, Ralph Liebelt, met with the Board to discuss the water issues and the culverts located between sections 2 and 11 in Whitby Township. All in attendance were in agreement that the County would replace culverts at the same size, but at a longer length and at the correct level.

Ritchie Gimbel, Road Superintendent presented his recommendations on how the Infrastructure money should be spent amongst the oil impacted townships. A motion was made to approve Ritchie's recommendations to distribute **the infrastructure money** for the oil impacted townships by Marquardt, seconded by Streich. Motion carried unanimously.

10:00 am. – **Purchase of Motor Graders** - A motion was made to open bids for the purchase of one or more new or rental 2013 or newer four wheel drive motor graders by Rude, seconded by Kjelshus. Motion carried unanimously. The only bids received were from Butler Machinery for the Bottineau Motor Grader #M9J00254 for \$210,195.00, and for the Lansford Motor Grader #R9G00179 for \$208,755.00. A motion was made to accept the bid proposals for both motor graders from Butler Machinery with one payment made immediately and making four annual payments at an interest rate of 2.65%, by Marquardt, seconded by Rude. Motion carried unanimously.

Extensions for the motor graders were discussed and a motion was made to purchase an extension from the City of Rugby by Kjelshus, seconded by Streich. Motion carried unanimously.

Butler Machinery bid a Caterpillar 2013 Model D6TXWSRRT4 Track Type Tractor for \$325,830.00 in January of 2013. A motion was made to enter into a five year lease agreement for the Caterpillar 2013 Model D6TXWSRRT4 Track Type Tractor with a payment made immediately and four annual payments at an interest rate of 2.75% by Streich, seconded by Rude. Motion carried unanimously. A motion was made to call for bids on the 2005 850C Dozer at the September 3rd, 2013 meeting at 10:00 am. by Marquardt, seconded by Rude. Motion carried unanimously.

Diane Olson, EDC, requested 4 mills for the 2014 budget. She also advised that the EDC Board should have a new director in place by the end of the week. She will be working with the new Director until the end of 2013.

Diane presented a loan request for \$40,000.00 for 10 years at 3% from MGD Rentals LLC to assist with the construction of a four plex. A motion was made to approve the \$40,000.00 loan to MGD Rentals LLC by Rude, seconded by Streich. Commissioner Marquardt abstained from the discussion and from voting. Motion carried.

Bottineau Country Club is seeking a grant for \$2500.00 for renovations to the t-boxes on the golf course. A motion was made to approve the \$2500.00 grant to the Bottineau Country Club by Kjelshus, seconded by Streich. Motion carried unanimously.

Touchstones, Inc., Sharon Kessler, President, applied for a \$2500.00 grant for renovating the Stone Bank, which was the first bank in Bottineau County. A motion was made to approve the \$2500.00 grant to Touchstones Inc. by Rude, seconded by Marquardt. Motion carried unanimously. A letter of support will be sent to Touchstones, Inc.

Tim Kihle, representing the Bottineau County Dive Rescue Team, met with the Board to ask for \$3000.00 per year in funding in an effort to increase the number of divers on the squad and funds to train the new divers. This line item will be added to the General Fund expenses.

Department Head Meeting – each department gave an update on their department's activity.

County Parks -Lisa discussed the vault toilet at Hoffas Park at Lake Metigoshe. The Vault has separated from Cement flooring and appears to be sliding towards the lake. Different options were discussed and it was the consensus of the board to replace the vault. A Game & Fish grant will be applied for when funds become available. The new campsites at Carbury Dam have been finished and the expenses will be submitted to the Garrison Diversion through the Grant obtained to assist with the new campsite expenses.

Ritchie Gimbel, Road Superintendent, discussed several items that have occurred in the Road Department including;

-He received a quote from West River Striping Company for .7 cents a linear foot for striping the Lake Loop Road. A Motion was made to stripe the Lake Loop Road by Kjelshus, seconded by Streich. Motion carried unanimously.

-There is a round two FEMA kick off meeting on August 19th, at 4:00 pm., for the Scheflo bridge. Bottineau County has already received funds from FEMA for the small projects in the first FEMA round.

-A gravel maintenance seminar for the township officers, road department employees and commissioners was held and was felt to be very helpful. A second gravel maintenance webinar will be held on March 14th, 2014.

-The Code 3 bridge has been fixed by Swingen Construction and the NDDOT will be notified. McHenry County will be contacted to see if they are willing to share in part of the cost.

-The load restriction fee schedule has been implemented and is going well.

A motion was made to adjourn the meeting at 12:20 pm. by Kjelshus, seconded by Streich. Motion carried unanimously.

Meeting reconvened at 1:45 pm.

-Bill DeMars, Road Department motor grader operator, retired effective July 31st, 2013.

-Road equipment is being updated with two trailers purchased from RDO Equipment and a tracked Bobcat from Swanston's as Tweed's are unable to get Bobcats that are tracked.

HB 1177 states that the Board of County Commissioners shall establish the rate of compensation for board members. A motion was made to leave the compensation for all the boards as is by Kjelshus, seconded by Rude. Motion carried unanimously.

The NDDOT Construction and Maintenance Agreement for **Project HRR-9-999 (304)**, signing, pavement markings, and rumble strips, was presented for signatures and a motion was made to sign the agreement by Streich, seconded by Kjelshus. Motion carried unanimously.

Four Personnel Policy changes were presented for approval as recommended by Tanya Wieler, Human Resource Consultant. A motion was made to approve the one through three changes by Rude, seconded by Kjelshus. Roll Call - Beyer, yes, Marquardt, Rude, yes, Kjelshus, yes, Streich, yes. Motion carried.

The Commissioners toured the courthouse to assess the needs and availability of space in the Courthouse as at least two to four more offices may be needed. It was decided to invite JLG Architects to the September meeting.

The August bills were presented for payment; 16976 Action Carpet Care \$1,832.00 (8/7), 16977 Advanced Business Methods \$1,341.29, 16978 Agronomy Center \$533.90, 16979 Anderson Welding \$112.19, 16980 Apple Time Inc. \$165.73, 16981 ATCO International \$893.45, 16982 AT&T Mobility \$16.76, 16983 AT&T Mobility \$ 104.96, 16948 AT&T Mobility \$503.70, 16985 Auto Value \$64.79, 16986 B&M Laundry \$256.77, 16987 Benson Law Office \$85.00, 16988 David Berge \$79.21, 16989 Best Western Fargo \$207.90, 16990 Bottineau Hometown Market \$366.82, 16991 Bottineau Farmers Elevator \$10,403.43, 16992 Bottineau Plumbing & Heating \$165.00, 16993 Bottineau Tech Center \$300.00, 16994 Bottineau Co. Road Dept. \$3,525.00, 16995 Braun Intertec \$1,489.50, 16996 Butler

Machinery \$26,524.06, 16997 Flora Carlson \$25.00, 16998 Century Link \$502.16, 16999 Circle Sanitation \$55.75, 17000 City of Bottineau \$348.94, 17001 City of Bottineau \$40.00, 17002 City of Willow City \$462.00, 17003 City of Newburg \$32.50, 17004 Clute Office Equipment \$121.60, 17006 James Condit \$200.00, 17007 James Condit \$30.51, 17008 Tim Condit \$12.00, 17009 Courant \$1,502.03, 17010 Crop Production Services Inc. \$5,696.80, 17011 Environmental Equipment & Services Inc. \$39,500.00, 17012 Family Bakery \$3,040.00, 17013 Farmers Union Oil Co. Mohall \$19.97, 17014 Farmers Union Oil WC \$2,702.95, 17015 Fargo Glass & Paint \$2,041.00, 17016 Farm & Home Publishers LTD \$350.00, 17017 GE Capital \$610.00, 17018 Gooseneck Implement \$154.07, 17019 Lyle Gravseth \$187.80, 17020 Willie Hahn \$200.00, 17021 Shawn Hahn \$60.00, 17022 HA Thompson & Sons \$3,772.25, 17023 Lisa Herbel \$398.65, 17025 Eric Herbel \$360.00, 17026 I Design \$345.00, 17027 Paul Johnson \$66.78, 17028 Johnston Motor Co. \$91.80, 17029 Judy's Mowing \$240.00, 17030 Darrel Keller \$144.00, 17031 Galen J. Mack \$75.00, 17032 Marlin Leasing \$762.41, 17033 Mikkelsen Aggregates \$2,182.37, 17034 Ann Monson, Bottineau Co. Treasurer \$11.50, 17035 Levi Motl \$200.00, 17036 Motorola \$2,575.62, 17037 ND Association of Counties \$50.00, 17038 NDACo Resource Group \$184.00, 17039 ND Dept. of Transportation \$10,791.37, 17040 ND Dept. of Health \$23.54, 17041 ND Newspaper Association \$173.10, 17042 Nero Funeral Home \$1,350.85, 17043 Nodak Store \$1,701.02, 17044 Northern Fuel Partners \$12,785.01, 17045 North Central Electric \$851.21, 17046 Northern Pumping Service \$270.00, 17047 Northern Exposure Sign Co. \$427.00, 17048 Peabody Township \$6,000.00, 17049 Rod Peterson \$24.00, 17050 Pitney Bowes \$801.39, 17051 Praxair \$649.35, 17052 RDJ Specialties \$94.88, 17053 VOID, 17054 Reliance Telephone Inc. \$1,000.00, 17055 Renville Township \$2,000.00, 17056 Renville Co. Sheriff's Dept. \$41.47, 17057 Earl Roland \$75.82, 17058 Scandia Township \$6,000.00, 17059 Bernadine Sisk \$168.00, 17060 Slope Meter, Inc. \$970.00, 17061 Souris River Communications \$1,277.21, 17062 The Standard \$305.14, 17063 Streichers \$4,244.88, 17064 Cayce Stute \$48.00, 10765 Take 5 Water \$180.00, 17066 Theels Inc. \$1,018.35, 17067 Thomas & Thomas \$150.00, 17068 3D Specialties \$1,086.23, 17069 Thyssenkrupp Elevator Corp. \$761.05, 17070 Trimble Navigation \$489.30, 17071 Turtle Mtn. Communications \$1,499.57, 17072 Turtle Mtn. Soil Cons. District \$743.50, 17073 Turtle Mtn. Floral \$52.50, 17074 Tweed Co. Ag. \$586.91, 17075 Uniform Center \$104.98, 17076 Visa \$420.30, 17077 Visa \$1,012.00, 17078 Warne Chemical \$200.27, 17079 Waste Management \$374.06, 17080 Tanya Wieler \$1,000.00, 17081 Zee Medical \$91.95, 17082-17094 Social Services \$5,415.89, 17095 Swanston Equipment \$41,494.00 (8/9), 17096 Kinetic Leasing \$68,618.61, 17097 Kinetic Leasing \$88,228.21, 17098-17099 Social Services \$588.00, 17100 Lisa Atkinson \$53.68 (8/13), 17101 Bottineau Farmers Elevator \$520.99, 17102 Bottineau City Airport \$69.88, 17103 Cenex Credit Card \$3,506.86, 17104 Cenex Propane Partners \$540.50, 17105 Clute Office Equipment \$76.20, 17106 D&B Body Shop \$2,958.23, 17107 D&L Storage \$150.00, 17108 Ebel Integrators \$2,064.34, 17109 Farmers Union Oil W \$4,385.16, 17110 First District Health Unit \$40.00, 17111 Gaffney's of Minot Inc. \$315.00, 17112 Info. Tech. Dept. \$761.75, 17113 James Kapp \$218.09, 17114 Klingbeils Body & Glass \$75.60, 17115 Lexis Nexis Matthew Bender \$548.85, 17116 Midcontinent Cable Co. \$56.81, 17117 Midland Atlas \$615.00, 17118 Mikkelsen Aggregates \$5,557.50, 17119 Mikkelsen Aggregates \$241.20, 17120 Mikkelsen Aggregates \$265.50, 17121 Mikkelsen Aggregates \$140.00, 17122 Mikkelsen Aggregates \$1,890.00, 17123 Mikkelsen Aggregates \$166.60, 17124 Mikkelsen Aggregates \$166.60, 17125 Mikkelsen Aggregates \$210.00, 17126 MoJo Roast Inc. \$62.10, 17127 Karla Monson \$124.66, 17128 Ann Monson, Co. Treasurer \$11.50, 17125 Moum's Tesoro \$791.62, 17130 ND Dept. of Human Services \$9,379.34 (8/13), 17131 ND Dept. of Emergency Services \$5,249.51, 17132 ND Telephone Co. \$291.38, 17133 O'Keeffe Oil \$1,494.50, 17134

Ottertail Power Co. \$2,740.75, 17135 Pocatello Supply Depot. \$161.80, 17136 Shopko Stores \$152.85, 17137 Souris River Coop. \$292.61, 17138 Spectrum \$2,720.97, 17139 State Bank of Bottineau Ins. Agency \$975.00, 17140 Systems & Services Inc. \$14.85, 17141 Tesoro Credit Card \$747.00, 17142 True North Steel \$18,284.30, 17143 Turtle Mtn. Glass \$29.95, 17144 Westhope Airport \$69.88, 17145 Westhope High School \$1,200.00, 17146 West Fargo Police Department \$200.00, 17147 American Library Association \$175.00, (8/19), 17149 Baker & Taylor \$364.29, 17150 Bismarck Tribune \$283.20, 17151 Creative Products Source \$277.00, 17152 DEMCO \$198.18, 17153 Farmers Union Oil W \$80.26, 17154 Information Tech Dept. \$30.00, 17155 Kellers Briteway \$80.00, 17156 Martha Stewart Living \$24.00, 17157 McCalls Quilting \$39.38, 17158 Midwest Tape \$279.18, 17159 Moums Tesoro \$87.00, 17160 NDACo Resource Group \$14.00, 17161 ND Association of Counties \$1,249.87, 17163 Quick Quilts \$56.98, 17164 Shopko Stores \$49.97, 17165 Souris River Coop. \$62.29, 17166 Spectrum \$122.60, 17167 Turtle Mtn. Communications \$92.76, 17168 RDO Equipment Co. \$49,500.00, 17169 American Family Insurance \$101.60 (8/28), 17171 Benson Law Office \$1704.56, 17175 Colonial Life & Accident \$1,525.65, 17176 Companion Life Ins. Corp. \$1,632.25, 17178 Gustafson Oil \$242.05, 17180 Vernetta Kirk \$567.70, 17182-17223 LAP Leafy Spurge 2013 Cost Share \$37,605.78, 17234 Ann Monson, Co. Treasurer \$2625.10, 17234 Ann Monson, Co. Treasurer \$3,642.90, 17235 NDPERS \$1,472.00, 17236 NDPERS Retirement \$400.00, 17237 NDPERS Dakota Plan \$42,966.38, 17238 ND Public Employee Retirement \$2,9679.23, 17239 NDPEA \$238.14, 17240 ND Insurance Dept. \$10.00, 17241 New York Life Insurance \$142.89, 17242 O'Keeffe Oil Co. \$6,997.54, 17243 Ottertail Power Co. \$99.87, 17244 REAP Investment Board \$16,600.00, 17245 Sawmill Corner Stop \$833.00, 17246 UNUM Life Ins. Co. \$271.38, Payroll \$198,004.99 (7/29), Grand Total \$917,121.55 and a motion was made to approve the bills by Marquardt, seconded by Streich. Motion carried unanimously.

The reports in the consent agenda were reviewed and a motion was made to approve the consent agenda by Streich, seconded by Marquardt. Motion carried unanimously.

2014 Budget discussion – Lisa reviewed the 2014 budget for the Commissioner's review. The Preliminary Budget Hearing will be held at the September meeting.

As there was no further business, the meeting was adjourned at 4:50 pm.

Jeff Beyer, Chairman

Lisa Herbel, Auditor