

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
JANUARY 8th, 2013
7:30 A.M.

The Commissioner Meeting was called to order at 7:30 am. by Chairman Jeff Beyer. 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, States Attorney, Swain Benson and County Auditor, Lisa Herbel.

A motion was made to approve the Agenda as presented, by Marquardt, seconded by Rude. Motion carried unanimously.

A motion was made to approve the minutes of December 17, 2012, by Kjelshus, seconded by Streich. Motion carried unanimously.

Ritchie Gimbel, Interim Road Superintendent met with the Board and gave an update on the Road Department activities.

A proposal was received from Russ Lund for two installed cameras for the front parking lot for \$1750.00. An optional PTZ unit was available for an additional \$324.00. A motion was made by Streich to approve one stationary and one ptz camera unit for the front courthouse parking lot, seconded by Kjelshus. Motion carried unanimously.

Ann Monson, County Treasurer, and Lisa Peterson, Tax Director, met with the Board to discuss the values and taxes for 2012.

Brad Robertson, Wold Engineering discussed the two box culverts scheduled for replacement this year. A motion was made to request proposals for construction engineering services to be submitted by February 5th, 2013, at 11:00 am. by Streich, seconded by Marquardt. Motion carried unanimously. Discussion was held regarding the Chip Seal Project #SC-0520 (057) Maxbass East 10 miles to 0.5 miles West of Newburg which qualifies for Federal Aid reimbursement of 80/20%, with approximately \$265,200.00 available in funding. Engineers Opinion of Project cost estimate is \$508,680.00, and with the addition of crack sealing, the estimate would be \$542,160.00. A motion was made to include the crack sealing as part of the project by Streich, seconded by Rude. Motion carried unanimously. Discussion was also held regarding Project #CER-0520(056), 5 miles east of Russell .98 miles with an Engineers estimate of cost of \$678,240.00. A motion was made to go with alternate plan as presented by Marquardt, seconded by Streich. Motion carried unanimously.

Discussion was also held on regrading the four miles to Long Lake. According to the Upper Great Plains Transportation Institute Study, Bottineau County could potentially be eligible for a considerable amount of State funding. Should the money become available, it was the consensus of the Board to have a lot of the preliminary work done and it was decided to have an input meeting with the local people living up there. Leroy will work with Brad on beginning stages of putting together plans for the Long Lake road. Bryron Fuchs, NDDOT, has also advised Counties that there are bridge monies available, and also TAP funding is available for upkeep on the bike path.

Matt Brandjord and Terry McDonald, representing Boundary Creek Water Board, met with the Board to request assistance with replacement of culverts between section 19 and 30 in Whitby Township. A hydrological study will be requested.

Al Wondrasek and several veterans met with the Commissioners to discuss several items including ownership of building, needing a longer lease with the land leased from the City, and maintenance of the building. The next step will be obtaining bids and moving forward after the final plan has been received.

Lisa Peterson, Tax Director presented abatements for 2010-2012 on behalf of Steven Eldevik. Lisa's recommendation was to follow the Township Board's recommendation and lower the values as requested. A motion was made to approve the three year abatements for Steven Eldevik by Streich, seconded by Kjelshus. Motion carried unanimously. Abatement #4 is for one year for Leslie Williams et al. She asked that the mobile home condition be changed from very good to good. A motion was made to approve the abatement for Leslie Williams et al by Kjelshus, seconded by Rude. Motion carried unanimously.

Rick Hummel, Emergency Manager spoke to the Board regarding Courthouse Safety. He is obtaining a price quote for pass key locks on the inside doors and the possibility of implementing front door security; the equipment being purchased with grant money available. Rick also spoke about legislation that is being presented that allows Emergency Managers to have more authority regarding spills.

David and Paul Berge, Haram Township, met with the Board regarding the safety of two bridges in their township. The bridges are properly signed and the township has tried to keep overweight traffic from crossing the bridge, but they are still seeing a lot of misuse. Brandy Hambleton also asked that the County contact the companies that are traveling over the bridge. They would also appreciate seeing some law enforcement in the area. Ritchie will talk to Brad at Wold Engineering about the possibility of NDDOT funding available for the bridge structure #05-142-03.0 The County will also place a notice in the Courant.

Midway Bar has submitted an application asking the liquor license permit be changed from Terry Herbert and Laurel Hiatt to Terry and Carole Herbert. A motion was made to change the Midway Bar License permit to Terry and Carole Herbert by Rude, seconded by Kjelshus. Motion carried unanimously.

A contract was received from the NDDOT for the Bridge Project No. BRO-0005(030) for the Contract and Bond with Swingen Construction and a motion was made to sign the contract by Streich, seconded by Marquardt. Motion carried unanimously.

Cecil Township has dissolved effective January 1, 2013 and their remaining fund of \$1956.69 was deposited into Cecil Township General fund.

Resolutions – A motion was made to approve the following January resolutions by Rude, seconded by Marquardt. Motion carried unanimously.

Property Acquired – The list of real estate taxes on property acquired or sold by Bottineau County through tax deed action was presented to the Board and marked Exhibit Z. All real estate described on the sale list has been sold and the amount of sale applied to the unpaid taxes and the list be cancelled from the record of the County Auditor and County Treasurer.

Agreement – The Agreement for Board for prisoners is hereby renewed for the year 2013 with the Family Bakery.

Warrant Authorization – the County Auditor is hereby authorized to issue warrants for necessary items that require payment at the time of purchase. Such items are to be listed the following month after approval by the County Commissioners.

Supervision – Roads and Bridges – The Board of County Commissioners shall supervise all county road and bridge work within the County and townships must contact the Road Superintendent prior to any township road or bridge construction in order to receive credit.

Pledge of Securities - the Pledge of Securities are approved at the First National Bank, Bottineau, ND, Peoples State Bank, Westhope, ND, State Bank of Bottineau, ND, and Starion Financial of Bottineau, ND.

Authorization of County Funds – The County Treasurer is granted authority to invest county funds at local institutions for the year 2013.

Remit Fair Funds – Bottineau County Fair and Bottineau County Fair Building Funds be remitted to the Bottineau County Fair Secretary to be deposited in the County Fair Account by the 10th working day of each month on the same basis as other entities of the County.

2013 Depositories - Applications be approved to designate First National Bank of Bottineau, Peoples State Bank of Westhope, State Bank of Bottineau, and Starion Financial of Bottineau as depositories of Bottineau County Funds as required by North Dakota Century Code Section 21-04.14 with security to 110% Government Bonds or equivalent.

County Treasurer’s Report for quarter ending December 31, 2012

Ledger Balance 9/30/12	\$6,984,644.24	Disbursements 10/12	\$4,028,727.09
Collections 10/12	1,272,622.02	Disbursements 11/12	\$1,900,749.77
Collections 11/12	\$2,817,270.53	Disbursements 12/12	\$ 924,590.25
Collections 12/12	\$3,097,153.11	Ledger Balance 12/31/12	\$7,317,622.79

Summary of Ledger Balance 12/31/12

County General & Special Revenue Funds	\$ 5,498,975.60
Unapportioned Taxes	\$ 1,610,066.06
Trust & Agency Funds	\$ 33,009.48
Cities	\$ 11,509.79
City Park District	\$ 538.69
School Districts	\$ 156,217.76
Townships	\$ 3,156.96
Recreation Service District	\$ 1,802.36
Water Resource Districts	\$ 822.59
Rural Fire Districts	\$ 1,135.40
Soil Conservation Districts	\$ <u>388.10</u>
Total of all Funds – Ledger Balance	\$ 7,317,622.79

Budget Amendments – The 2012 budget is to be amended in the funds that are over appropriation, but have an interim fund which is sufficient to cover the expenditures and amend any revenue appropriation that has more collections than budgeted. A motion was made to make the following amendments to the 2012 budget Kjelskus, seconded by Streich. Motion carried unanimously.

- County Road & Bridge \$163,814.81 – due to expenses not reimbursed by federal funding for FEMA and Oil Impact projects
- Oil Impact Grants \$3,628,769.93 – funds fully reimbursed by State funding
- 2009 FEMA – \$8572.75 - funds fully reimbursed by Federal and State funding
- 2010 FEMA – \$52,164.70 funds fully reimbursed by Federal and State funding
- 2011 FEMA – \$720,220.50 - funds fully reimbursed by Federal and State funding
- Miscellaneous Road \$96,376.58 – due to equipment costs originally budgeted to be spent out of County Road and Bridge
- Weed Control \$7100.37 – equipment budgeted in 2011, but paid in 2012
- County Park \$7421.40 – grants received but not in the budget

A motion was made to pay a 2011 Beaver Removal bill from the Emergency fund by Rude, seconded by Marquardt. Motion carried unanimously.

Department Head Meeting – Courthouse security was discussed and how to accommodate all office needs.

11:15 am. - A motion was made to open the Annual Earth Moving Equipment Bids by Rude, seconded by Marquardt. Motion carried unanimously. A motion was made to accept both bids from Butler Equipment and RDO Equipment by Streich, seconded by Rude. Motion carried unanimously.

Commissioner Kjelshus discussed with Joe Mayer, from Butler Machinery, if there was an attachment available for the back of the motorgraders that would dig out the rocks.

A Motion was made to reappoint the following Zoning Board members to another four year term: Mark Adams
Ronald McKay
and John Cook,
by Marquardt, seconded by Kjelshus. Motion carried unanimously

11:30 am. – A motion was made to open Motorgrader bids by Marquardt, seconded by Streich. Motion carried unanimously. The only bid received was from Butler Machinery for \$208,623. A motion was made to accept the \$208,623.00 bid from Butler Machinery by Rude, seconded by Marquardt. Motion carried unanimously.

Financing was discussed and the interest rate with Kinetic Leasing would be 2.85%, with payments of \$44684.00 for each machine, paid over five years (Antler and Maxbass machines). A motion was made to make a payment in January, 2013 and then finance the remaining balance with Kinetic Leasing for the next five years, by Streich, seconded by Rude. Motion carried unanimously.

A contract was received from the NDDOT for the Bridge Project No. BRO-0005(028) for the Contract and Bond with Mayer Contracting, Inc. and a motion was made to sign the contract by Streich, seconded by Marquardt. Motion carried unanimously.

The Board reviewed Ritchie Gimbel's application for the Road Superintendent position and interviewed Ritchie. A decision on the Road Superintendent position was tabled until the meeting scheduled for Tuesday, January 15, 2013.

The January bills were reviewed; 15576 Action Carpet Care \$795.00 (1/11), 15577 Anderson Welding \$42.50, 15578 Lisa Atkinson \$319.71, 15579 AT&T Mobility \$102.37, 15580 AT&T Mobility \$52.93, 15581 B&M Laundry \$256.77, 15582 Benson Law Office \$268.50, 15583 Bergman Agency \$749.00,

15584 Addie Berg \$106.01, 15585 Best Western Doublewood Inn \$138.60, 15586 Bottineau Hometown Market \$403.23, 15587 Bottineau Clinic Pharmacy \$107.00, 15588 Bottineau Farmers Elevator \$1412.99, 15589 Bottineau Lumber \$12.73, 15590 Bottineau Plumbing & Heating \$235.00, 15591 Bottineau Tech. Center \$300.00, 15592 Kathy Brandt \$43.35, 15593 Butler Machinery \$2830.43, 15594 Cenex Credit Card \$3,179.86, 15595 Cenex Propane Partners \$744.00, 15596 Century Link \$498.76, 15597 Circle Sanitation \$52.00, 15598 City of Bottineau \$362.99, 15599 City of Newburg \$32.50, 15600 City of Maxbass \$210.00, 15601 Clute Office Equipment \$511.10, 15602 Clute Office Equipment \$60.80, 15603 Courant \$797.45, 15604 D&B Body Works \$280.00, 15605 Dakota Communications \$4,925.98, 15607 Denny's Pizza Inn \$39.86, 15608 Ebel Integrators \$2,025.00, 15609 Family Bakery \$1,954.80, 15610 Farmers Union Oil Westhope \$774.88, 15611 Fargo Glass & Paint \$781.60, 15612 Fireside Office Products Inc. \$5439.20, 15613 GE Capital \$610.00, 15614 Govern Soft \$12,195.00, 15615 Gustafson Oil \$421.29, 15616 HACTC \$110.00, 15617 H.A. Thompson & Sons \$2,659.00, 15618 Richard Hummel \$196.90, 15619 Institute of Local Government \$40.00, 15620 Information Tech. Dept. \$704.75, 15621 James Kapp \$111.00, 15622 Lake Metigoshe Mirror \$26.00, 15623 Lake Region Law Enforcement Center \$500.00, 15624 Marlin Leasing \$762.41, 15625 MidContinent \$53.68, 15626 Mikkelsen Aggregates \$1,440.00, 15627 Mikkelsen Aggregates \$45,034.00, 15628 Mikkelsen Aggregates \$32,165.50, 15629 Mikkelsen Aggregates \$156,145.50, 15630 Ann Monson, Co. Treasurer \$1,610,066.06, 15631 Ann Monson, Co. Treasurer \$210.15, 15632 Moums Tesoro \$669.00, 15633 Myers Parts of Bottineau \$7.09, 15634 NACO \$400.00, 15635 North Dakota Assoc. of Counties \$38,653.29, 15636 ND Assoc. of Counties \$35.00, 15637 ND Assoc. of Counties \$9,495.00, 15638 ND County Auditor's Assoc. \$75.00, 15639 ND County Commissioners Association \$1,425.00, 15640 ND Dept. of Human Services \$5,025.05, 15641 ND Newspaper Association \$173.10, 15642 ND State Radio Communications \$846.69, 15643 ND Telephone Co. \$291.38, 15644 ND Water Users Association \$300.00, 15645 Nodak Store \$469.90, 15646 Northern Fuel Partners \$15,397.28, 15647 North Central Electric \$638.84, 15648 Diane Olson \$25.00, 15649 Ottetail Power Co. \$266.56, 15650 Public Safety Center \$219.38, 15651 Sawmill Corner Stop \$674.01, 15652 Schock's \$84.95, 15653 Sherman TWP \$154.15, 15654 The Sidwell Co. \$68,168.50, 15655 Souris River Comm. \$1,170.34, 15656 Spectrum \$38.68, 15657 Spectrum \$1,072.72, 15658 St. Andrew's Clinic \$125.00, 15659 The Standard \$440.51, 15660 Todd Streich \$1,149.96, 15661 Systems & Services Inc. \$31.00, 15662 Tennyson Garage \$611.21, 15663 Theels Inc. \$416.05, 15664 3D Specialties \$733.25, 15665 Trimble Navigation \$489.30, 15666 Trinity Health \$10.00, 15667 Turtle Mtn. Glass \$300.00, 15668 Turtle Mtn. Comm. \$1,707.51, 15669 Turtle Mtn. Floral \$54.00, 15670 Tweed Co. Ag. \$259.92, 15671 Village Family Services Center \$2,010.00, 15672 Visa \$35.00, 15673 Terry Volk \$559.80, 15674 Waste Management \$267.42, 15675 Workforce Safety Ins. \$250.00, 15676 Zee Medical \$173.70, 15677 City of Antler \$83.00 (1/15), 15678 CutBank Township \$5,000.00, 15679 Farmers Union Oil Mohall \$102.04, 15680 Hoffman Township \$4,075.00, 15681 Insight Public Sector \$14,668.83, 15682 Kinetic \$86,893.26, 15683 Lansford TWP \$5,000.00, 15684 ND Assoc. of County Resource Group \$92.00, 15685 O'Keeffe Oil \$759.00, 15685 Ottetail Power Co. \$338.06, 15687 Richburg TWP \$5,000.00, 15688 Scotia TWP \$5,000.00, 15689 Sergius TWP \$3,278.20, 15690 Starbuck TWP \$5,000.00, 15691 Streichers \$3,164.75, 15692 Swingen \$35,317.66, 15693 Taser International \$2,686.55, 15694 Visa \$347.84, 15695 Wold Engineering \$13,653.07, 15701 Magic City Implement \$82,237.50, 15702 Baker & Taylor \$171.63 (1/16), 15703 Book Systems Inc. \$1,690.00, 15704 Bottineau Co. \$1,393.92, 15705 Country Living \$26.97, 15706 Farmers Union Oil Westhope \$57.89, 15707 Farmers Union Oil Willow City \$49.84, 15708 Gale \$94.86,

15709 InStyle \$29.77, 15710 Info. Tech. Dept. \$30.00, 15711 Junior Library Guild \$1,710.00, 15712 Keller's Briteway \$80.00, 15713 MidWest Tape \$429.78, 15714 National Geographic \$39.00, 15715 NDACo Resource Group \$14.00, 15716 Online Dakota Info. Network \$968.00, 15717 Souris River Coop. \$46.92, 15718 Spectrum \$103.12, 15719 State Historical Society \$35.00, 15720 Taste of Home \$19.97, 15721 Turtle Mtn. Comm. \$90.92, 15722 Turtle Mtn. Star \$34.00, 900513 Pitney Bowes \$2,500.00 (1/24), 15725 American Family Insurance \$130.90 (1/30), 15726 Ameritas Life Insurance Corp. \$1,348.30, 15727 Benson Law Office \$1,704.56, 15728 Colonial Life & Accident \$1,411.52, 15730 Gustafson Oil \$357.11, 15732 Kirk, Vernetta \$567.70, 15733 Ann Monson, Co. Treas. \$138.03, 15734 Ann Monson, Co. Treas. \$3,129.30, 15735 Ann Monson, Co. Treas. \$3,432.90, 15736 ND Insurance Dept. \$29.12, 15737 NDPERS \$1,503.06, 15738 ND Public Employee Retirement \$29,962.64, 15739 NDPERS Dakota Plan \$40,554.40, 15740 NDPERS Retirement \$400.00, 15741 NDPEA \$238.14, 15742 New York Life Ins. \$142.89, 15743 O'Keeffe Oil \$3,519.00, 15744 Ottertail Power Co. \$5,910.02, 15745 United States Treasury \$76.50, 15746 UNUM Life Ins. Co. \$264.98, 15747 Tanya Wieler \$1,000.00, 900514 Internal Revenue Service \$24,174.37, 900515 Internal Revenue Service \$29,817.12, and a motion was made to pay the bills as presented by Marquardt, seconded by Streich. Motion carried unanimously.

The monthly reports were reviewed in the Consent Agenda and a motion was made to accept the reports by Kjelshus, seconded by Marquardt. Motion carried unanimously.

There being no further business, the meeting was adjourned at 1:15 pm. The next meeting date was scheduled for Tuesday, January 15th, 2013 at 8:30 am.

Jeff Beyer, Chairman

Lisa Herbel, Auditor