

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
December 1, 2014
7:30 A.M.

The Commissioner Meeting was called to order at 7:30 am. by Chairman Dan Marquardt. A meeting of the Board of Bottineau County Commissioners was held in the Commissioner Room at the Courthouse with the following members present: Chairman Dan Marquardt, Vice-Chairman Lance Kjelshus, Commissioners Todd Streich, LeRoy Rude, Jeff Beyer, States Attorney, Swain Benson, and County Auditor, Lisa Herbel.

Agenda – A motion was made to approve the Agenda by Beyer, seconded by Streich. Motion carried unanimously.

Minutes – A motion was made to approve the minutes of November 12, 2014 by Kjelshus, seconded by Rude. Motion carried unanimously.

Bills – The December bills were reviewed; 20422 Anderson Welding \$1,220.64 (12/5), 20423 ATCO International \$258.50, 20424 AT&T Mobility \$174.91, 20425 Auto Value \$153.88, 20426 B&M Laundry \$220.32, 20428 Bottineau Hometown Market \$382.85, 20429 Bottineau Farmers Elevator \$3,053.40, 20430 Bottineau Tech Center \$350.00, 20432 Kristie Brennan \$25.00, 20433 Butler Machinery \$5,906.38, 20434 Butler Machinery Co. \$1,336.00, 20435 Cenex Credit Card \$3,030.40, 20436 Cenex Propane Partners \$518.40, 20437 Century Link \$510.72, 20438 Circle Sanitation \$57.50, 20439 City of Bottineau \$364.59, 20440 City of Newburg \$32.50, 20441 Clute Office Equipment \$207.79, 20442 Clute Office Equipment \$121.60, 20443 Clute Office Equipment \$76.20, 20444 CNH Capital \$783.57, 20446 Crop Production Services Inc. \$15,751.00, 20447 D&B Body Works \$131.00, 20448 D&L Storage \$150.00, 20449 Dakota Fire Extinguishers \$45.98, 20450 Dakota Communications \$5,628.12, 20451 DS Solutions \$150.00, 20452 Election Systems Software \$3,308.20, 20453 Family Bakery \$2,762.25, 20454 Farmers Union Oil W \$10,410.30, 20455 Farmers Union Oil Co-WC \$1,010.10, 20456 Farden Construction \$1,578.00, 20457 Farden Construction \$11,517.50, 20458 Farden Construction \$273.00, 20459 Ferrellgas \$50.00, 20460 The Front Porch \$101.67, 20461 GCR Tires & Services \$1,143.38, 20462 GE Capital \$610.00, 20463 Gooseneck Implement \$2,073.76, 20464 H&H Trucking \$3,095.89, 20465 HACTC \$520.00, 20466 Curtis Hahn \$680.00, 20467 Kinetic Leasing \$42,112.74, 20468 Lake Region Law Enforcement Center \$120.00, 20469 Lawson Products \$158.41, 20470 Galen J Mack \$100.00, 20471 Mikkelsen Aggregates \$288.00, 20472 Mikkelsen Aggregates \$9,334.00, 20473 The Mirror \$20.00, 20474 Karla Monson \$143.16, 20475 Ann Monson, Co. Treasurer \$5.00, 20476 Ann Monson, Co. Treas. \$60,762.75, 20477 Motorola \$1,256.00, 20478 Moum's Tesoro \$993.50, 20479 ND Assoc. of Counties \$15.00, 20480 ND Assoc. of Counties \$247.28, 20481 ND Dept. of Transportation \$18,665.18, 20482 NDLTAP-OGPTI/NDSU \$550.00, 20483 ND Newspaper Assoc. \$181.80, 20484 NDSU Extension Office \$803.51, 20485 ND State Library \$29.99, 20486 Jared Nelson \$26.00, 20487 Newburg Sand & Gravel \$1,487.75, 20488 Newman Traffic Signs \$119.96, 20489 Nodak Store \$899.41, 20490 Northern Fuel

Partners \$20,338.97, 20491 North Central Electric \$611.69, 20492 North Central Rental & Leasing \$7,500.00, 20493 Northland Electric Inc. \$6,954.91, 20494 Office of Attorney General \$1,420.00, 20495 O’Keeffe Oil \$5,991.67, 20496 Ottertail Power Co. \$68.63, 20497 Pro It, LLC \$1,941.23, 20498 Pro IT, LLC \$2,275.00, 20499 RDO Equipment \$1,455.65, 20500 Rice Signs \$88.54, 20502 Shopko \$23.98, 20503 Souris River Telephone \$1,491.51, 20504 Spectrum \$3,881.23, 20505 St. Andrew’s Health Center \$410.00, 20505 St. Andrew’s Health Center \$410.00, 20506 St. Andrew’s Clinic \$167.00, 20507 State Bank of Bottineau Ins. \$58,737.00, 20508 The Standard \$265.35, 20509 Stevenson Towing \$250.00, 20510 Todd Streich \$867.84, 20511 Swingen Construction \$3,500.00, 20512 Take 5 \$195.00, 20513 3D Specialties \$325.00, 20514 True North Steel \$10,514.00, 20515 Turtle Mtn. Communications \$2,054.86, 20516 Tweed Co. Ag. \$2,339.53, 20517 Tyler Technologies \$4,126.94, 20518 United Laboratories \$660.01, 20519 United Telephone Mutual Aid \$5,455.10, 20520 US Food Service \$323.12, 20521 Terry Volk \$113.00, 20522 Waste Management \$407.21, 20523 Weintegrate \$337.59, 20524 Tanya Wieler \$1,000.00, 20525 VOID, 20526-20542 Social Services \$3,349.69 (12/08), 900580 Pitney Bowes \$2,500.00 (12/10), 20543 Mark Adams \$36.30 (12/12), 20544 Anderson Welding \$1,678.12, 20545 AT&T \$503.70, 20546 Bottineau Co. Library Building \$30,000.00, 20547 Central Power Electric Coop. Inc. \$11,983.58, 20548 City of Maxbass \$45.00, 20549 John Cook \$70.85, 20550 Courant \$929.98, 20551 Farstad Oil \$2,277.55, 20552 First District Health Unit \$180.00, 20553 Gustafson Oil \$141.76, 20554 HA Thompson & Sons \$2,240.00, 20556 Information Tech Dept. \$814.05, 20557 JLG Architects \$6,280.52, 20558 Steve Keller \$25.00, 20559 Marlin Leasing \$762.41, 20560 Ronald McKay \$61.16, 20561 MidContinent \$61.50, 20562 Mikkelsen Aggregates \$1,485.00, 20563 Myer’s Parts of Bottineau \$114.61, 20564 ND Dept. of Human Services \$6,278.10, 20565 ND Secretary of State \$4,708.73, 20566 ND Telephone Co. \$291.38, 20567 Jared Nelson \$156.22, 20568 Newman Traffic Signs \$114.42, 20569 O’Keeffe Oil \$2,025.98, 20570 Deb Orvedal \$100.00, 20571 Ottertail Power Co. \$4,946.44, 20572 Redwood Toxicology Laboratory \$50.00, 20574 Rice Signs \$1,804.06, 20575 Souris River Coop. \$52.69, 20576 Theels. Inc. \$592.65, 20577 Visa \$436.49, 20578 Visa \$171.78, 20579 Visa \$572.32, 20580 Terry Volk \$490.50, 20581 Weintegrate \$123.75, 20582 Wex Bank \$424.00, 20583 Advanced Business Methods \$496.74 (12/17), 20584 Baker & Taylor \$360.49, 20585 Barnes & Noble \$126.15, 20586 Country Living \$26.97, 20587 Creative Product Source \$160.90, 20588 Gale/Cengage Learning \$187.67, 20589 House Beautiful \$14.97, 20591 Keller’s Briteway \$80.00, 20592 MidWest Tape \$22.99, 20593 Moum’s Tesoro \$59.00, 20594 NDACo-Wireless \$14.00, 20595 Nodak Supply \$69.99, 20597 Redbook \$21.97, 20598 Shopko \$46.71, 20599 Spectrum \$43.75, 20600 Turtle Mtn. Communications \$95.32, 20601 Weight Watchers \$34.95, 900581 Pitney Bowes \$2,500.00 (12/18), 900583 IRS \$26,280.99 (12/26), 900584 IRS \$38,531.51, 20602 American Family Insurance \$651.11, 20603 Lisa Atkinson \$308.49, 20604 Benson Law Office \$1,734.66, 20605 Swain Benson Botno Co. States Attorney \$964.97, 20606 Addie Berg \$133.91, 20607 Bottineau County \$75.00, 20608 Bottineau County \$37,469.48, 20610 Colonial Life & Accident \$1,636.45, 20612 Companion Life Ins. Corp. \$1,639.53, 20617 Howard Hugg \$10,000.00, 20621 Vernetta Kirk \$716.40, 20622 Lance Kjelshus \$549.18, 20623 Lorenz Jewelry \$300.00, 20624 Daniel Marquardt \$291.54, 20625 McGuires \$2,000.00, 20626 McHenry Co. Auditor \$46.05, 20628 Ann Monson, Co. Treasurer \$4,416.58, 20629 Ann Monson, Co. Treasurer \$2,445.77, 20630 Ann Monson, Co. Treasurer \$4.69, 20631 Ann Monson, Co. Treasurer \$187.40, 20632 Ann Monson, Co. Treasurer \$10.76, 20633 ND Child Support Division \$540.00, 20634 NDPERS Retirement \$400.00, 20635 NDPERS \$11,776.00, 20636 NDPERS-Dakota Plan \$48,647.28, 20637 ND Public Employee Retirement \$37,297.20, 20638 North Dakota United

\$325.52, 20640 New York Life Insurance \$142.89, 20641 NRO Technology Services \$5,655.00, 20642 Myron Roen \$1,366.80, 20643 LeRoy Rude \$397.76, 20644 Sawmill Corner Stop \$359.35, 20645 Spectrum \$1,328.20, 20640 Spectrum \$376.48, 20648 UNUM Life Ins. Co. \$292.77, 39885-39967 Payroll \$191,704.10 (11/27) Total \$888,842.98 and a motion was made to approve paying the bills by Streich, seconded by Beyer. Motion carried unanimously.

At the November 18th, 2014 Sale of County Property, four properties were sold and a motion was made to sign the deeds to transfer the property by Beyer, seconded by Kjelskus. Motion carried unanimously.

At this time, Chairman Marquardt vacated his Chairman seat and Lisa Herbel, County Auditor asked for nominations Chairman of the Bottineau County Commissioners. Commissioner Beyer made a motion to nominate Commissioner Streich, seconded by Marquardt. Kjelskus moved that nominations cease and cast a unanimous motion for Streich, seconded by Beyer.

Lisa then asked for nominations for Vice-Chairman of the Bottineau County Board of Commissioners and Commissioner Kjelskus nominated Commissioner Rude, seconded by Streich. Motion carried unanimously.

New Business:

An application was received from Twin Oaks Resort to transfer their Liquor license to Annie's House for a wedding and a motion was made to approve the application by Kjelskus, seconded by Marquardt. Motion carried unanimously.

A motion was made to approve the Liquor license renewals for 2015 for –

Four Seasons Resort	Bottineau County Club
Midway Bar & Grill	Westhope Country Club
A-Frame Bar & Grill	Mohall Country Club
Dockside Grill & Barbeque, Inc.	Birchwood Golf Course
Birchwood Steakhouse & Lounge, Inc.	
Twin Oaks Resort	
Sawmill Corner Stop	
Farmers Union Oil	

by Beyer, seconded by Kjelskus. Motion carried unanimously.

Ritchie Gimbel, Road Superintendent, met with the Board to discuss the Safety Funds available through the NDDOT and to consider areas where more lighting and signs are needed in the County. He also advised that the County is still waiting for the funding to be received for the FEMA large projects.

An email was received from the NDACO advising that lease tractors will no longer be available to counties. Discussion was held and a motion was made to call for bids on two previously leased tractors by Marquardt, seconded by Beyer. Motion carried unanimously.

Commissioner Rude advised that Rolette County would like to replace a bridge with steel culverts on the Rolette/Bottineau County line by Lord's Lake and is asking Bottineau County for our assistance with this project.

A request was received from Mountrose Township for \$18,200.00 to be paid from the township construction fund and a motion was made to approve this request by Marquardt, seconded by Beyer. Motion carried unanimously.

Brad Robertson, Wold Engineering, gave an update on County Projects –

-Project BRO-0005(032), located 3 miles east and 4 miles north of Souris; a motion was made to request proposals of construction of engineering services by Kjelshus, seconded by Marquardt. Motion carried unanimously. A Resolution was received from the NDDOT was received awarding Riley Bros. Construction for the Project at the low bid amount of \$555,501.70 and a motion was made to sign the contract by Beyer, seconded by Kjelshus. Motion carried unanimously.

- Project CMC-0503, Lansford North 9.6 miles; a Preliminary and Construction Agreement with Wold Engineering was presented for signature and a motion was made to sign the agreement by Beyer, seconded by Marquardt. Motion carried unanimously.

-Project CMC-0551, Mine and blend, hot bituminous overlay route 4 miles west of Willow City then South 4 miles; a Preliminary and Construction Agreement with Wold Engineering was presented for signature and a motion was made to sign the agreement by Rude, seconded by Beyer. Motion carried unanimously.

-Project CNOA-0527(054), left over money from HB 1358, subgrade repair areas 6 miles of Westhope then 6 miles south to NDSH 5; a motion was made to sign the Preliminary and Construction Agreement with Wold Engineering by Kjelshus, seconded by Rude. Motion carried unanimously.

-SC-0547(000), Chip Seal the Townline Road from the City of Bottineau north 8 miles to NDSH 43, using Federal Aid monies in addition to county funding in the amount of \$320,000.00; a motion was made to sign the Preliminary and Construction Agreement with Wold Engineering by Beyer, seconded by Marquardt. Motion carried unanimously.

CP-0506(015), Chip Seal County Road 6 from Souris west 15 miles to Westhope; a motion was made to sign the Preliminary and Construction Agreement with Wold Engineering by Rude, seconded by Kjelshus. Motion carried unanimously.

-CMC-0537, Grading and graveling from Souris north 6 miles and east 6 miles to NDSH 14, a motion was made to sign the Preliminary and Construction Engineering agreement with Wold Engineering by Marquardt, seconded by Kjelshus. Motion carried unanimously.

-CMC-0530 – Forfar Road, Mine and blend, hot and bituminous overlay 10 miles; a motion was made to sign the Preliminary and Construction Engineering agreement with Wold Engineering by Beyer, seconded by Marquardt. Motion carried unanimously.

-The NDDOT TAP project for the Lake Metigoshe Shared Use Bike Path plans were submitted for review and will be discussed at the January meeting.

-Brad submitted the Hydrological studies for section 32 of Township 161 N and Range 74 W and Section 1 of Township 160 N and Range 75W, and Section 6 of Township 160N and Range 74W. Options were discussed for both crossings. It was decided to invite Lordsburg Township to the January 6th, 2015 meeting.

-Discussion was held regarding the Newburg North and Souris Chip Seal Projects and a motion was made to submit a letter of acceptance on both projects by Kjelshus, seconded by Marquardt. Motion carried unanimously.

-Brad also talked about the Surge Funding. Senator Armstrong will be introducing the bill once the legislative session begins. This bill would enable Bottineau County the ability to complete projects in the county that we would not be able to complete without the State funding.

Lisa Peterson, Tax Director, presented an omitted property in Wheaton Township which hasn't been on the tax rolls since being built in 2012 as the Wheaton Assessor did not include it in the Wheaton assessments. Lisa recommended the value of the property, \$406,300.00 be assessed at 60% for 2012, and for 2013, and 2014, 100%. A motion was made to approve the value as presented by Lisa Peterson of \$406,300.00 for Outlot 1 of SE1/4, Section 15, Township 163, Range 83, by Rude, seconded by Kjelshus. Motion carried unanimously.

Three bids were received from property that wasn't sold at the November County sale and a motion was made to open the bids by Marquardt, seconded by Beyer. Motion carried unanimously.

Lots 14 thru 18, Blk 2, Kramer - \$122.00

Lots 4 thru 6, Blk 2, White's 2nd Addition, Bottineau - \$3900.00

Lots 4 thru 6, Blk 2, White's 2nd Addition, Bottineau - \$6500.00

A motion was made to accept the high bids by Beyer, with the Bottineau property high bidder doing own his title work, seconded by Marquardt. Motion carried unanimously.

Oak Creek Water Board – Mike Hahn, Keith Fulsebakke, and Dwane Getzlaff, discussed the level of the water at Lake Metigoshe. Discussion was also held on the idea of increasing the board from a 3 person to a 5 person board. Both Dave Vad and Dan Bullinger spoke about their desire to be a part of the Board. A decision on the number of Oak Creek Water Board members and reappointing a member was tabled until the December 17th, 2014 meeting.

Boomer Patterson and Matt Brandjord, Boundary Creek Water Board members and Clif Issendord, Bottineau County Water Board Chairman, met with the Commission. Clif explained that Bottineau County Water Board has 5-7 projects including the Haas Coulee as their latest project. There are a couple more large projects that are being considered at this time. The BCWB also has five FEMA projects that they haven't been able to complete due to high water levels. Matt talked about the option of Boundary Creek joining the Bottineau County Water Board as both Water Boards are very busy. It was suggested that the County look at hiring our own Engineer.

Mike Nehring, Dean Milbrath, and Steve Hahn, Oak Creek Township met with the Board to present a request from the township construction funds on behalf of the Township for \$10113.00 for work completed between Sections 3 and 4. A motion was made to pay request from the Oak Creek Township from the Township Construction Fund, excluding the dirt, for \$9100.00 by Kjelshus, seconded by Beyer. Motion carried unanimously.

Dean Milbrath also had a request from a landowner for the repairing the road between Sections 13 and 24 and this will be looked at in the spring.

Oak Creek Township also has had issues with water from Oak Creek running across the roads as it's not staying within the channels. Oak Creek Township will work together with Oak Creek Water Board on resolving this issue.

Department Head meeting – Chairman Streich gave an update on the Commissioner meeting. Department heads gave an update on their office's activity.

Dwight Nahinurk, VSO, presented a quote of \$4656.00 from Rough Riders Industries for furniture for the new office in the Memorial Building and a motion was made to purchase the furniture, with the exception of magazine stand, by Beyer, seconded by Rude. Motion carried unanimously.

Dwight Nahinurk, VSO, presented his rebuttal to the Commission addressing the complaints received in the County Auditor's Office regarding his job performance. This information will be forward to the County's Human Resource Consultant.

A motion was made to call for bids on earth moving equipment for the January 6th, 2015 meeting by Kjelshus, seconded by Marquardt. Motion carried unanimously.

The 2015 HACTC agreement was presented for consideration and a motion was made to sign the agreement by Kjelshus, seconded by Beyer. Motion carried unanimously.

An annual maintenance certificate was received from the NDDOT and a motion was made to sign the 2015 certification by Marquardt, seconded by Rude. Motion carried unanimously.

A memorandum was received from Tanya Wieler, Human Resource Consultant, addressing the Deputy Recorder's pay for 2013 & 2014 as there was an error made and the deputy is due \$1700.00 for 2014 and \$1692.00 for 2013. A motion was made to pay the back pay of \$1692.00 for 2013 and \$1700.00 for 2014, to Bobbi Milbrath by Marquardt, seconded by Rude. Motion carried unanimously.

Ritchie Gimbel, Road Superintendent, reported that all 2014 FEMA official PW's have been received and the money should be received soon.

Commissioner Rude relayed safety concerns he has received from citizens about Dakota College and these were addressed with Sheriff Watson. Steve will address our concerns with Ken Grosz, Dean of Dakota College.

A Souris Valley Animal Shelter Contract was presented for signature and a motion was made to utilize the Animal Shelter services as needed, by Beyer, seconded by Marquardt. Motion carried unanimously.

The problem with overweight trucks was discussed again with Sheriff Watson. Steve will look into the price of scales.

A motion was made to adjourn the meeting at 1:40 pm. by Kjelshus, seconded by Rude. Motion carried unanimously.

Todd Streich, Chairman

Lisa Herbel, Auditor

