

BOTTINEAU COUNTY  
COMMISSIONER PROCEEDINGS  
FEBRUARY 4th, 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 Kjelskus, Commissioners Todd Streich, LeRoy Rude, States Attorney, Swain Benson and County Auditor, Lisa Herbel. Commissioner Jeff Beyer was absent.

A motion was made to approve the minutes from January 7th, 2014 by Streich, seconded by Rude. Motion carried unanimously.

The Agenda was accepted with the addition of Bottineau County Water Board and the Bottineau/Rolette County line added under other business.

The February bills were reviewed; 18296 Anderson Welding \$143.68 (2/7), 18297-18316 Assessor Training \$767.04, 18317 ATCO International \$299.25, 18318 AT&T Mobility \$102.53, 18319 AT&T \$503.70, 18320 Ben Aufforth \$25.00, 18321 Auto Value \$116.97, 18322 B&M Laundry \$283.34, 18323 Ron Beckman Masonry \$1,050.00, 18324 Swain Benson \$264.05, 18325 Swain Benson Jr. \$264.05, 18326 Bottineau Hometown Market \$355.40, 18327 Bob Barker \$617.89, 18328 Bottineau Farmers Elevator \$9,933.19, 18329 Bottineau Lumber \$175.21, 18330 Bottineau Plumbing & Heating \$562.91, 18331 Bottineau Tech. Center \$350.00, 18332 Bottineau Co. Vet Memorial \$47,000.00, 18333 Butler Machinery \$7,203.97, 18334 Diana Carlson \$25.00, 18335 Cenex Credit Card \$2,874.28, 18336 Century Link \$501.18, 18337 Circle Sanitation \$55.75, 18338 City of Bottineau \$347.41, 18339 City of Newburg \$32.50, 18340 Clute Office Equipment \$194.40, 18341 Clute Office Equipment \$76.20, 18342 Comfort Inn \$74.00, 18343 James Condit \$113.00, 18344 Courant \$1,217.53, 18345 CRA Payment Center \$6,399.13, 18346 D&L Storage \$225.00, 18347 Dakota Communications \$5,970.27, 18348 Electrolux Vacuums \$36.80, 18349 Family Bakery \$3,304.80, 18350 Farmers Union Oil Co. WC \$467.15, 18351 Gard Specialists \$403.73, 18352 GE Capital \$610.00, 18353 Hero 24/7 \$657.00, 18354 Rod Hiatt \$25.00, 18355 Intoximeters \$32.00, 18356 Johnston Motor Co. \$26.00, 18357 Klingbeil's Body & Glass \$4,019.88, 18358 Lawson Products \$1,266.97, 18359 Ralph Liebelt \$500.00, 18360 Marlin Leasing \$762.41, 18361 Ronald McKay \$61.73, 18362 MidContinent \$57.90, 18363 MoJo Roast Inc. \$133.00, 18364 Ann Monson, Co. Treasurer \$10.00, 18365 Motorola \$3,933.90, 18366 Moum's Tesoro \$571.00, 18367 Myers Parts of Bottineau \$224.82, 18368 ND Assoc. of Counties \$400.00, 18369 NDACo \$37.00, 18370 ND Dept. of Transportation \$1,480.57, 18371 ND Dept. of Transportation \$274.13, 18372 ND Dept. of Transportation \$601.15, 18373 ND Dept. of Transportation \$72,732.53, 18374 ND Dept. of Transportation \$60,300.49, 18375 Nodak Store \$2,893.09, 18376 Northern Fuel Partners \$11,084.26, 18377 North Central Electric \$668.75, 18378 Northern Pumping Service \$1,253.00, 18379 Oak Creek Service \$139.00, 18380 O'Keeffe Oil \$1,024.56, 18381 Ottertail Power Co. \$79.03, 18382 Pitney Bowes \$801.39, 18383 Pro It, LLC \$2,216.23, 18384 Radisson Hotel \$448.20, 18385 Reliance Telephone

\$1,000.00, 18386 Richard Rude \$500.00, 18387 Tim Sanderson \$25.00, 18388 Tim Semler \$640.00, 18389 Sidwell \$9,800.00, 18390 Souris River Telephone \$1,289.26, 18391 VIOD, 18392 St. Andrew's Health Center \$1,523.50, 18393 St. Andrew's Health Center \$2,447.70, 18394 State Bank of Bottineau Ins. \$2,086.00, 18395 The Standard \$682.04, 18396 Streicher's \$20,504.88, 18397 Take 5 Water Store \$195.00, 18398 Theels Inc. \$497.94, 18399 Thorsrud Supply Co. \$16.39, 18400 Turtle Mtn. Communications \$1,676.55, 18401 Visa \$106.00, 18402 Visa \$1,172.03, 18403 Terry Volk \$110.00, 18404 Waste Management \$360.48, 18405 Tanya Wieler \$1,000.00, 900550 Pitney Bowes \$2,500.00 (2/12), 18406-18425 Social Services \$6,426.66, 18426 Bottineau Co. Vet Memorial \$2,000.00 (2/14), 18427 Bottineau Ambulance \$19,722.00, 18428 VOID, 18429 Comfort Inn \$148.00, 18430 Dakota Communications \$11.25, 18431 Denny's Pizza Inn \$39.26, 18432 Farmers Union Oil Co. W \$1,187.59, 18433 GCR Tire Center \$3,001.04, 18434 Gerdau \$626.16, 18435 I Design \$155.00, 18436 Information Tech Dept. \$752.50, 18437 Johnson's Hoe Service \$242.00, 18438 ND Assoc. of Counties \$173.31, 18439 ND Clerk's Assoc. \$60.00, 18440 ND Dept. of Human Services \$4,867.26, 18441 ND Telephone Co. \$291.38, 18442 Jared Nelson \$133.91, 18443 Ottertail Power Co. \$7,238.46, 18444 Redwood Toxicology Laboratory Inc. \$75.00, 18445 Sawmill Corner Stop \$97.00, 18446 Sherwood Ambulance \$843.84, 18447 Shopko \$92.41, 18448 Souris River Coop. \$127.74, 18449 Spectrum \$4,612.28, 18450 Spectrum \$496.50, 18451 The Standard \$240.00, 18452 Swingen Construction Co. \$39,638.94, 18453 VOID, 18454 VOID, 18455 Thyssenkrupp Elevator Corp. \$783.88, 18456 Tweed Co. Ag. \$2,944.19, 18457 United Laboratories \$730.80, 18458 Uniform Center \$509.94, 18459 Westhope Airport \$7,825.29, 18460 Wex Bank \$691.20, 18461 Swingen Construction Inc. \$45,000.00, 18462 Swingen Construction Co. 65,000.00, 18463 ND Game & Fish \$26,802.00 (2/18), 18464 Baker & Taylor \$1,034.29 (2/19), 18465 Baker & Taylor \$392.77, 18466 Baker & Taylor \$13.85, 18467 Creative Product Source \$187.83, 18468 Dr. Mary's Books \$15.95, 18469 Farmers Union Oil \$13.14, 18470 Farmers Union Oil WC \$59.50, 18471 Gale/Cengage Learning \$44.08, 18472 Grand Forks Herald \$166.00, 18473 Info. Tech. Dept. \$30.00, 18474 Keller's Briteway \$80.00, 18475 Learning Opportunities \$1,201.20, 18476 Midwest Tape \$482.76, 18477 Moum's Tesoro \$39.00, 18478 NDACo Resource Group \$14.00, 18479 Ollis Book Corp. \$659.19, 18480 Real Simple \$24.00, 18481 Shopko \$15.46, 18482 Spectrum \$118.23, 18483 Turtle Mtn. Communications \$93.04, 18484 Windfall Books \$287.28, 18485 Women's Day \$8.00, 18486 American Family Insurance \$101.60 (2/26), 18488 Benson Law Office \$1734.66, 18489 Bottineau High School After Prom Party \$400.00, 18491 Cenex Propane Partners \$1,969.80, 18492 Colonial Life & Accident \$1,485.17, 18493 Companion Life Ins. Corp. \$1,445.40, 18495 Dakota Communications \$3,900.00, 18497 Kirk, Vernetta \$626.20, 18499 Ann Monson, Co. Treas. \$3,817.90, 18499 Ann Monson, Co. Treas. \$2,450.93, 18501 ND Industrial Commission \$134.75, 18502 ND Insurance Department \$110.00, 18503 NDPERS-Dakota Plan \$44,271.46, 18504 ND Public Employee Retirement \$36,128.69, 18505 NDPERS Retirement \$400.00, 18506 NDPERS \$1,472.00, 18507 North Dakota United \$254.14, 18508 New York Life Insurance \$142.89, 18509 Spectrum \$221.65, 18510 UNUM Life Ins. Co. \$274.58, 900551 IRS \$26,288.79, 900552 IRS \$36,255.51, 39053-39133 Payroll (1/29) \$187,355.50, Grand Total \$909,601.99 and a motion was made to pay the bills by Streich, seconded by Kjelshus. Motion carried unanimously.

Two raffle permits were received from the Lake Metigoshe Lions Club and the Bottineau Jaycees and a motion was made to approve both permits by Kjelshus, seconded by Streich. Motion carried unanimously.

A request was received from Ryan Thompson, a city deputy who transferred from Renville County, for Bottineau County to accept his 40 hours of sick leave. A motion was made to accept Ryan Thompson's 40 hours of sick leave by Streich, seconded by Rude. Motion carried unanimously. Discussion was held regarding adding this subject to our personnel policy and this will be discussed with Tanya Wieler, our Human Resource Consultant.

Kelly Jensen, Social Service Director, spoke about the need for additional space and the necessity of moving a worker out of the front area due to safety issues.

Lisa Peterson, Tax Director, presented an abatement on behalf of Glenn Belisle, for a property located in Cecil Township that now qualifies as a farm exemption. A motion was made to approve the Glenn Belisle abatement by Streich, seconded by Rude. Motion carried unanimously. Lisa also spoke about assessing a well pad battery site in Scandia Township that the State Tax Commissioner's office has instructed her to assess. As this is new to Bottineau County, she contacted TY Pickett to assess the Surge Energy site for \$1300.00 for an offsite valuation. It was the consensus of the board that an off-site assessment be done by TY Pickett.

Brad Robertson, Wold Engineering, reviewed the current projects in the County –

- Project PLN-0005(031) – Newburg Bridge, east of Newburg, has a bid opening date of February 7<sup>th</sup>, 2014.
- TEO-0005(033) - Lake Metigoshe Bike Path has an April 11<sup>th</sup> bid opening scheduled.
- CNOA-0500(002) - Long Lake Loop Road, needs to have the right-a-way easements done for the landowners in the area. Three options are available for easements; donate the land, accept the minimum, or request a full appraisal of the property. Bottineau County's current policy is \$150.00 for temporary and \$300.00 for permanent easements per acre. A motion was made to update the easement policy to \$300.00 for temporary and \$800.00 per acre for the permanent easements by Kjelshus, seconded by Streich. Motion carried with Rude abstaining. Fencing for the project was also discussed and it was decided to include the fencing in the contractor's bid for this project. Tentative bid date is the middle of April.
- BRO-0005(034)– NNDOT allowed federal money to be transferred to the bridge by Paul Berge's. Discussion was held regarding the county pulling out the bridge and putting culverts in until the bridge is replaced next year and then it could then be used until bridge was replaced. Wold Engineering will move ahead with plan development.

- CP-0506(014) & CP-0537(014) CMC Route 0506 and CMC Route 0537 respectively, has an estimated cost of \$426,600.00 for a bituminous seal coat. Bid date was set for March 4<sup>th</sup> at 9:30 am.
- A tour of Bottineau County roads was suggested for some time in the spring.

Ritchie Gimbel, Road Superintendent, discussed the beaver dam that was opened on Bear Lake flooding Brent Moum's farm. After revisiting the situation, a motion was made that the cost for the repairs would be split 40% County, and 60% BCWB for the \$835.00 bill, by Streich, seconded by Kjelshus. Motion carried unanimously. The road department is sending out letters to the Townships for summer and fall mowing. The road department has also placed a notice in the Courant asking snow be kept out of the road right-a-ways. Ritchie got a price quote from True North Steel for tanks for fuel storage as required by the State. The excavating work that was done in Lordsburg Township was also discussed and it was the consensus that the bill would go directly to the Township and they will bill the landowner responsible. Discussion was held for applying for funding for a dust control truck through an Energy Infrastructure Grant available through the ND Dept. of Trust Lands and it was the consensus of the board that Ritchie apply for a grant.

A motion was made to open the bids for gravel, machine hire, bridge materials and culverts by Streich, seconded by Kjelshus. Motion carried unanimously.

10:00 am. – Gravel bids - were received from Mikkelsen Aggregates, Pinky's Inc., Stan Bergstrom Construction, Farden Construction, Johnson's Hoe Service and Oil Patch Support Inc. A motion was made to accept all bids received by Rude, seconded by Streich. Motion carried unanimously.

10:15 am. – Machine hire bids - were received from Farden Construction, Stan Bergstrom Construction, Johnson's Hoe Service, Mikkelsen Aggregates, Pinky's Aggregates, and a motion was made to accept all bids by Streich, seconded by Kjelshus. Motion carried unanimously.

10:30 am. – Bridge material bid - was received from Wheeler Lumber and a motion was made to accept the bid by Kjelshus, seconded by Rude. Motion carried unanimously.

10:45 am. – Culvert bids – were received from True North Steel and Cretex Concrete Products and a motion was made to accept both bids by Rude, seconded by Streich. Motion carried unanimously.

Discussion was held on the township/county road lines.

A letter was received from the State Historical Society of North Dakota notifying Bottineau County that the Lesje Norwegian Evangelical Church was not found eligible for the National Register of Historic Places.

Library Board – Glenda Nordmark, Beth Reitan, Scott Wager and Amanda Fett met with the board to present their request for more space. A letter requesting more space was also received from the North Dakota State Librarian and placed on file.

Wally Brandjord, Bottineau County Water Board, presented a request for consideration regarding hiring a project manager and providing a pickup for transportation.

Terry Volk, 911 Coordinator, presented a request from Dennis Hansel from United telephone, asking Bottineau County sign a new contract for services. Bottineau County has not paid for service since the original contract was signed in 2008. They are now asking for a six month back payment effective July 1<sup>st</sup>, 2013 and on January 1st, 2014, the regular monthly contract fee will be \$2800.00 per month. A motion was made to sign the contract with United Telephone and make the six months back payment by Kjelshus, seconded by Rude. Motion carried unanimously.

The meeting was adjourned at 12:15 pm. for lunch.

The meeting reconvened at 1:15 pm. with Commissioner Rude absent for the remainder of the meeting.

Joe Mayer, from Butler Machinery, met with the Board to discuss the two Bottineau motor graders due for replacement this year. A motion was made to enter into a rental agreement with Butler Machinery for two 2014 Caterpillar 140M2AWD motor graders by Kjelshus, seconded by Streich. Motion carried unanimously.

Department Head Meeting - a review of the meeting was given by Chairman Marquardt and the department heads each gave an update on the activity in their office. Chairman Marquardt asked for comments on the possible courthouse expansion. Discussion was held. It was the consensus of the board to apply for an Energy Infrastructure grant through the ND Department of Trust Lands to assist with a possible courthouse expansion/renovation.

Oak Creek Water Board was asked for assistance in paying for a bill for digging out beaver dams in Roland Township. It was the consensus of the board that the County pay 40% of the bill as per NDCC, and Oak Creek Water Board pay 60%. It was noted that the County needs to be notified prior to the work being done if the County is going to be asked to assist with payment.

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

The 2014 Bottineau City Police Contract was presented for signature and a motion was made to sign the 2014 Contract by Kjelshus, seconded by Streich. Motion carried unanimously.

Discussion was held regarding the response received from the Industrial Commission on salt water and oil spills.

The annual maintenance certification for county federal aid projects was received from the NDDOT and a motion was made to sign the Maintenance Certification by Streich, seconded by Kjelshus. Motion carried unanimously.

A construction and maintenance agreement was received from the NDDOT for the project TEO-0005(033) and a motion was made to sign the agreement by Streich, seconded by Kjelshus. Motion carried unanimously.

A motion was made to adjourn the meeting at 3:40 pm. by Streich, seconded by Kjelshus. Motion carried unanimously.

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Dan Marquardt, Chairman

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Lisa Herbel, Auditor