

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
MARCH 4, 2014
8:30 AM.

The Commissioner Meeting was called to order at 8:30 am. following the Social Service Meeting, 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, Jeff Beyer, States Attorney, Swain Benson Jr. and County Auditor, Lisa Herbel.

A motion was made to approve the agenda as presented by Streich, seconded by Kjelskus. Motion carried unanimously.

A motion was made to approve the minutes from February 4th and February 21st, 2014 by Kjelskus, seconded by Rude. Motion carried unanimously.

Brad Robertson, Wold Engineering, met with the Commissioners to discuss the current projects in the County.

- PLH-0005(031) – Newburg Bridge Project – A motion was made to accept the Preliminary Engineering Agreement from Wold Engineering by Streich, seconded by Beyer. Motion carried unanimously. A motion was made to request proposals for Construction Engineering Services for the PLH-0005(031) Project for April 1st, 2014 at 10:00 am. by Rude, seconded by Streich. Motion carried unanimously. A motion was made to sign the NDDOT Resolution to execute Swingen Construction as the Contractor for the PLH-0005(031) Project for \$1,091,124.10 by Kjelskus, seconded by Beyer. Motion carried unanimously. This project is being paid by funds obtained from a state grant.
- BRO-0005(032) – Bridge project east of Paul Berge’s – A motion was made to accept the Preliminary Engineering Agreement from Wold Engineering by Streich, seconded by Rude. Motion carried unanimously.
- CNOA-0500(002) - Long Lake Loop Project – Utility letters were mailed with a return date of March 28th, if there is anything that needs to be done and any associated costs. To date all easements have not been received. A bid date will be set at the April meeting. Brad addressed concerns that were sent to Wold Engineering in a letter from Craig Hulberg. Discussion was held regarding the concerns. It was the consensus of the board that Arlan Soland will be offered the same compensation for fencing as the landowners. A motion was made to pay 2.25 per linear foot for fencing for this project by Kjelskus, seconded by Streich. Motion carried. Rude abstained from voting.

9:30 am. – A motion was made to open bids on the Project CP-0506(014) & CP-0537(014) by Kjelskus, seconded by Streich. Motion carried unanimously. Bids were as follows -

Bituminous – \$408,969.30
Morris Sealcoat – \$415,240.14
Astech Corp. - \$407,703.00

Brad Robertson, Wold Engineering, verified all bids and found an error in calculation in Astech’s bid; the bid totaled \$407,683.20. A motion was made to accept the Astech bid, pending States Attorney approval, by Streich, seconded by Kjelskus. Motion carried unanimously. States Attorney Swain Benson Jr.’s opinion was the bid from Astech was allowable.

Ritchie Gimbel, Road Superintendent, discussed the utility permit system he has implemented. Past bills were discussed and how to collect the money. An overview of the Vision Link program was given. It was the consensus of the board to allow the road department a credit card with a \$5000.00 maximum. Load restrictions were discussed with Commissioner Kjelshus suggesting they go on when the State implements their restrictions. It was decided to leave the load restriction policy the same. Labor machine rates were also discussed and a motion was made to leave the rates the same by Kjelshus, seconded by Streich. Motion carried.

Timekeeping was discussed and it was the consensus of the commission to ask Kronos to come and do another presentation on their timekeeping software.

Beaver maintenance was discussed and it was decided this will be discussed with the water boards.

10:00 am. – Lisa Peterson, Zoning Administrator, presented a conditional permit for a tower and fenced compound in an area currently zoned as agricultural located in the SW1/4, Section 21, Township 160, Range 81. As there were no protests received in the Tax Director or Auditor's Office, a motion was made to approve the permit by Streich, seconded by Kjelshus. Motion carried unanimously.

Rick Hummel, Emergency and Jason Baun, paramedic with the Bottineau Ambulance service, met with the Commission to discuss the plan to purchase a bus for Emergency services and inquired if the County could provide indoor storage for the bus. Land is available west of the ambulance garage. Rick will check into costs and this will be discussed at the next commissioner meeting.

Fintan Dooley gave a presentation inviting the County to join the Salt Contaminated Land and Water Council. There is a hearing on April 8th, in Minot and he requested a farmer attend. He expressed concerns and the desire for the council to be able to do an accounting to understand the problem. The Council is also looking for funding.

Department Head Meeting – Dan gave an update on the meeting. Doug Larson, JLG Architect, was also in attendance to check if the county had any questions with the courthouse proposals. The County is waiting to hear if any Energy Infrastructure funding will be awarded before anything further will be decided.

Steve Watson, County Sheriff, requested his department buy another vehicle. As this is in the budget, a motion was made to call for bids for one police vehicle by Streich, seconded by Kjelshus. Motion carried unanimously. The community service program was discussed. Pierce County is asking Bottineau County to become the administrator of the Community Service Program and discussion was held regarding the county acquiring this program.

Jerry Long, Roland Township, Brad Pozarnsky, Homen Township, Rick Hummel, Dalen Township and Craig Harmstad from SRF Consulting Group, Inc., presented a proposal for the preparation of a comprehensive plan for the three townships. They are requesting the County assist with payment for the plans, and this will be further discussed at the April meeting.

Ralph Liebelt, overseer of Whitby Township, requested his fee be increased to \$1000.00 a year. It was the consensus of the board to leave his fee the same.

A motion was made to appoint Victoria Brandjord to the Social Service Board by Beyer, seconded by Streich. Motion carried unanimously.

The Clerk of Court Office was discussed and a motion was made to continue to have the staff as employees of the County, by Beyer, seconded by Rude. Motion carried unanimously. The State Court administrator will be notified of the decision.

Lisa Peterson, Tax Director, submitted a travel request for the 2014 North Central Regional Association of Assessing Officers at Deadwood, South Dakota and a motion was made to approve the travel request by Streich, seconded by Kjelshus. Motion carried unanimously.

Two raffle permits from the Bottineau County Racing Association were submitted for approval and a motion was made to approve the permits by Kjelshus, seconded by Rude. Motion carried unanimously.

An application was received to transfer the Sawmill liquor license to Annie's House for March 8th, 2014 and a motion was made to approve the request by Kjelshus, seconded by Streich. Motion carried unanimously.

Bottineau County received a grant from North Dakota Game and Fish for a Boom Vault Toilet for Hoffas Park at Lake Metigoshe and a motion was made to accept the grant by Beyer, seconded by Streich. Motion carried unanimously.

A liquor and beer license application was received from Farmers Union Oil, Westhope, Souris, and Bottineau to be located at Section 26, Township 162, Range 80, in Sergius Township. A motion was made to approve the liquor and beer license to Farmers Union Oil by Streich, seconded by Beyer. Motion carried unanimously.

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

The March bills were reviewed; 18511 Acme Tools \$49.99 (3/6), 18512 Ag Communications \$400.00, 18513 Void, 18514 Anderson Welding \$140.13, 18515 ATCO International \$293.00, 18516 Lisa Atkinson \$423.65, 18517 AT&T Mobility \$107.48, 18518 AT&T \$503.70, 18519 Auto Value \$2,609.58, 18520 B&M Laundry \$240.57, 18521 David Berge \$439.21, 18523 Bottineau Hometown Market \$378.67, 18524 Bluetop Financial Inc. \$588.50, 18525 Bottineau Farmers Elevator \$7,606.38, 18526 Bottineau Lumber Inc. \$951.43, 18527 Bottineau Plumbing & Heating \$655.23, 18528 Bottineau Tech Center \$350.00, 18529 Braun Intertec Corp. \$6,328.00, 18530 Butler Machinery Co. \$7,485.36, 18531 Diana Carlson \$25.00, 18532 Cenex Credit Card \$3,679.76, 18533 Century Link \$508.69, 18534 Chief Law Enforcement Supplies \$642.31, 18535 Circle Sanitation \$55.75, 18536 City of Bottineau \$362.81, 18537 Clute Office Equipment \$76.20, 18538 Comfort Inn \$370.00, 18539 Courant \$1,836.55, 18540 Denny's Pizza Inn \$79.74, 18541 Julie Eisenbraun \$120.00, 18542 Sandy Engeland \$170.40, 18543 ERC Inc. \$1,600.00, 18544 ESCO Supply \$2,338.35, 18545 Family Bakery \$3,159.00, 18546 First District Health Unit \$108,885.46, 18547 Flink \$124.31, 18548 Gaffaney's \$321.95, 18549 GE Capital \$610.00, 18550 Gerdau Ameristeel \$389.76, 18551 Ritchie Gimbel \$30.00, 18552 Lyle Gravseth \$93.60, 18553 Grant Writing USA \$425.00, 18554 H&H Trucking \$1,143.75, 18555 HACTC \$65.00, 18556 H.A. Thompson & Sons \$988.00, 18557 Lisa Herbel \$267.45, 18558 Rick Hummel \$94.00, 18559 I Design \$93.00, 18560 Paul Johnson \$526.78, 18562 Karen Keller \$96.05, 18564 Mack Law Office \$375.00, 18565 Michael Todd & Co. \$93.35, 18566 MidContinent Cable Co. \$57.90, 18567 Mikkelsen Aggregates \$1,152.00, 18568 The Mirror \$114.35, 18569 Moum's Tesoro \$944.50, 18570 Myers Parts of Bottineau \$143.62, 18571 ND Assoc. of Counties \$1,258.60, 18572 NDACo Resource Group \$65.00, 18573 NDACo Directory Sales \$30.00, 18574 ND State's Attorney Assoc. \$450.00, 18575 ND Weed Control Assoc. \$275.00, 18576 Nodak Store \$1,434.73, 18577 North Central Electric \$718.81, 18578 Office of the State Auditor \$15,500.00, 18579 Ottetail Power Co. \$296.22, 18580 Darwin Peterson \$170.85, 18581 Pringle & Herigstad \$260.00, 18582 Pro It, LLC \$2,224.12, 18583 Radisson Hotel Bismarck \$74.70, 18584 RDJ Specialties Inc. \$286.99, 18585 Earl Roland \$135.82, 18586 Sawmill Lumber \$16.49, 18587 Amanda Schooling \$209.60, 18588 Souris River Communications \$1,293.32, 18589 Spectrum \$1,020.58, 18590 The Standard \$881.28, 18591 Synergy Graphics \$1,739.50, 18592 Theels Inc. \$476.05, 18593 Kristy Titus \$176.00, 18594 Turtle Mtn. Glass \$100.00, 18595 Turtle Mtn. Communications \$1,728.30, 18596 Heather Turngvest \$120.00, 18597

Tweed Co. Ag. \$872.15, 18598 United Laboratories \$399.84, 18599 Uniform Center \$187.00, 18600 Visa \$228.60, 18601 Waste Management \$363.94, 18602 Westlie Motor Co. \$188.78, 18603 Tanya Wieler \$1,000.00, 18604 Wold Engineering \$6,322.08, 18605 Wold Engineering \$65,494.04, 18606 Wold Engineering \$12,000.00, 18607 Workforce Safety & Insurance \$250.00, 18608-18620 Social Services \$2,043.10, (3/7), 18621 Anderson Welding \$51.00 (3/14), 18622 Bottineau Co. TWP Assoc. \$630.00, 18623 Swain Benson \$214.70, 18624 Bottineau Hometown Market \$20.23, 18625 Chad Bullinger \$162.56, 18626 City of Newburg \$32.50, 18627 Clute Office Equipment \$193.10, 18628 Clute Office Equipment \$511.10, 18629 Enerbase \$114.01, 18630 Family Bakery \$52.00, 18631 Farmers Union Oil Mohall \$35.54, 18632 Farmers Union Oil Co W \$890.59, 18633 Farmers Union Oil WC \$2,851.14, 18634 First National Bank & Trust \$277.75, 18635 GARD Specialties \$264.00, 18636 General Trucking \$136.17, 18637 Info. Tech. Dept. \$752.50, 18638 Johnston Motor Co. \$253.08, 18639 Lawson Products \$486.63, 18640 Marlin Leasing \$762.41, 18641 Marquette Commercial Finance \$1,064.25, 18642 Karla Monson \$289.52, 18643 ND Assoc. of Counties \$25.00, 18644 NDACS \$50.00, 18645 ND Dept. of Human Services \$7,289.63, 18646 NDSU Extension Services \$19,348.79, 18647 ND Telephone Co. \$291.38, 18648 ND TWP Assoc. \$5,250.00, 18649 Northern Fuel Partners \$20,118.68, 18650 O'Keeffe Oil \$9,172.85, 18651 Ottertail Power Co. \$7,127.21, 18652 Rugby's Computer Guy \$80.00, 18653 Sawmill Corner Stop \$332.56, 18654 Sherwood Ambulance \$764.12, 18655 Shopko \$66.88, 18656 Souris River Coop. \$4.92, 18657 Spectrum \$186.70, 18658 Swanston Eq. \$76.72, 18659 Synergy Graphics \$1,333.71, 18660 Tennyson Garage \$851.46, 18661 3D Specialties \$66.20, 18662 Tri County Meals \$40,436.51, 18663 United Telephone Mutual Aid \$19,938.39, 18664 US Foods \$66.99, 18665 Visa \$652.30, 18666 Westhope Airport \$5,911.32, 18667 Wex Bank \$634.30, 18671 Baker & Taylor \$322.06 (3/19), 18672 Bottineau Hometown Market \$37.49, 18673 Glae Cengage \$67.47, 18674 Keller's Briteway \$80.00, 18675 MidAmerica Books \$476.24, 18676 MidWest Tape \$28.99, 18677 Moum's Tesoro \$66.00, 18678 NDACo Resource \$14.00, 18679 Pierce Co. Tribune \$41.00, 18680 Shopko \$7.50, 18681 Spectrum \$34.35, 18682 Turtle Mtn. Communication \$93.04, 900553 Pitney Bowes \$2,500.00 (3/21) 18683 American Family Insurance \$101.60 (3/27), 18684 Benson Law Office \$1,734.66, 18687 Colonial Life & Accident \$1,485.17, 18688 Companion Life Ins. Corp. \$1,564.54, 18694 Vernetta Kirk \$626.20, 18695 Ann Monson, Co. Treasurer \$2,409.71, 18695 Ann Monson, Co. Treasurer \$3,817.90, 18696 NDPERS Retirement \$400.00, 18697 NDPERS \$1,472.00, 18698 NDPERS Dakota Plan \$44,776.52, 18699 ND Public Employee Retirement \$36,442.49, 18700 North Dakota United \$254.14, 18701 New York Life Insurance \$142.89, 18702 O'Keeffe Oil \$5,507.54, 18703 Ottertail Power Co. \$235.57, 18704 UNUM Life Ins. Company \$274.58, 900554 IRS \$25,790.46 (3/28), 900555 IRS \$35,920.30, 39134-39214 Payroll \$186,694.85 (2/26) Total \$785,442.82 and a motion was made to approve paying the bills by Streich, seconded by Rude. Motion carried unanimously.

As there was no further business, a motion was made to adjourn the meeting at 2:50 pm. by Rude, seconded by Kjelshus. Motion carried unanimously.

Dan Marquardt, Chairman

Lisa Herbel, Auditor