

BOTTINEAU COUNTY  
COMMISSIONER PROCEEDINGS  
SEPTEMBER 2ND, 2014  
8:40 A.M.

The Commissioner Meeting was called to order at 8:40 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 Kjelshus, Commissioners Todd Streich, LeRoy Rude, Jeff Beyer, County Auditor, Lisa Herbel.

Agenda – Load limits and restrictions and township issues were added under other business, and a motion was made to accept the Agenda by Beyer, seconded by Streich. Motion carried unanimously.

Minutes – In the minutes from August 5<sup>th</sup>, 2014, Kjelshus wanted it noted in the motion to approve the pay plan, his choice to abstain from voting was due to the fact that he didn't have time to review it prior to the meeting. The amendment was noted and a motion was made to approve the minutes of August 5<sup>th</sup> and August 12<sup>th</sup>, 2014 by Rude, seconded by Streich. Motion carried unanimously.

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

Bills – The September bills were reviewed; 19788 Mark Adams \$58.90 (9/5), 19790 AT&T Mobility \$103.91, 19789 ATCO International \$770.00, 19791 AT&T \$506.22, 19792 B&M Laundry \$92.02, 19793 Bottineau Hometown Market \$461.74, 19794 Big Trucks Inc. \$30,950.00, 19795 Bottineau Farmers Elevator \$6,969.90, 19797 Bottineau Tech Center \$350.00, 19796 Bottineau Plumbing & Heating \$384.56, 19799 Kristie Brennan \$25.00, 19800 Butler Machinery Corp. \$21,123.78, 19801 Butler Machinery Co. \$2,604.09, 19802 Cenex Credit Card \$4,735.46, 19803 Century Link \$502.74, 19804 Circle Sanitation \$57.50, 19805 City of Bottineau \$369.42, 19806 City of Willow City \$516.00, 19807 Clute Office Equipment \$76.20, 19808 CNH Capital \$2,350.00, 19809 Comfort Inn \$296.00, 19810 John Cook \$91.67, 19811 Courant \$602.42, 19812 Crop Production Services \$4,819.50, 19813 DF Lighting \$139.90, 19814 Family Bakery \$2,225.25, 19815 Farmers Union Oil Co-WC \$49.28, 19816 Farden Construction \$325,327.76, 19817 First District Health Unit \$32,146.77, 19818 GE Capital \$610.00, 19820 Gooseneck Implement \$6,324.59, 19821 Great Plains Directory \$965.60, 19822 Harry's Tire Service \$610.84, 19824 Eric Herbel \$180.00, 19825 Rod Hiatt \$25.00, 19826 Intercept Corp. \$69.00, 19827 J.B. Express \$38.00, 19828 Karen Keller \$98.55, 19829 Steve Keller \$25.00, 19830 Marlin Leasing \$762.41, 19831 Ronald McKay \$61.16, 19832 Mikkelsen Aggregates \$1,540.00, 19833 Mikkelsen Aggregates \$445.00, 19834 Metigoshe Mirror \$20.00, 19835 MK Electric \$543.93, 19836 MoJo Roast Inc. \$95.00, 19837 Moums Tesoro \$1,158.55, 19838 ND Assoc. of Oil & Gas Producing Co. \$4,000.00, 19839 Nodak Store \$1,457.15, 19840 North Central Electric \$705.61, 19841 Northern Exposure Sign Co. \$58.00, 19842 O'Keeffe Oil \$3,093.53, 19843 Debra Orvedal \$100.00, 19844 Pro It \$2,275.00, 19845 RACO Industries \$206.93,

19846 Renville Co. Farmer \$27.90, 19847 Terry Sand \$455.60, 19848 Share Corp. \$201.70, 19849 Souris River Telephone Comm. \$1,473.99, 19850 Spectrum \$1,485.00, 19851 State Bank of Bottineau Ins. \$8.00, 19852 The Standard \$422.28, 19853 Streicher's \$1,494.97, 19854 Super 8 \$65.00, 19855 Theels Inc. \$1,609.24, 19856 Thomas & Thomas \$360.00, 19857 Turtle Mtn. Communications \$1,777.92, 19858 Tweed Co. Ag. \$1,170.78, 19859 United Laboratories \$615.14, 19860 United Telephone Mutual Aid \$2,743.80, 19861 Visa \$119.50, 19862 Visa \$158.37, 19863 Waste Management \$411.41, 19864 Weintergrate LLC \$1,350.45, 19865 Westlie Motor Co. \$313.68, 19866 Tanya Wieler \$1,000.00, 19867-19881 Social Services \$2,843.28, 19882 Anderson Welding \$73.51 (9/12), 19883 Bottineau Plumbing & Heating \$124.40, 19884 City of Newburg \$32.50, 19885 City of Maxbass \$33.05, 19886 Farmers Union Oil Co-W \$6,396.56, 19887 Insight \$12,240.16, 19888 Information Tech. Dept. \$761.75, 19889 Johnston Motor Co. \$117.80, 19892 MidContinent Cable \$62.05, 19893 Mikkelsen Aggregates \$1,100.00, 19894 Mikkelsen Aggregates \$1,500.00, 19895 Mikkelsen Aggregates \$2,321.00, 19896 ND Dept. of Human Services \$5,740.18, 19897 ND Telephone Co. \$291.38, 19898 ND TWP Assoc. \$250.00, 19899 Northern Fuel Partners \$19,327.06, 19900 Northern Pumping Service \$373.75, 19901 O'Keeffe Oil \$429.48, 19902 Ottetail Power Co. \$3,782.69, 19903 Praxair \$49.95, 19904 RDO Trust \$930.39, 19905 Rice Signs \$495.47, 19906 Sawmill Corner Stop \$695.69, 19907 Shopko \$72.69, 19908 Souris River Coop. \$1,192.43, 19909 True North Steel \$9,386.88, 19910 Tweed Co. Ag. \$8.99, 19911 Underground Vaults & Storage \$420.00, 19912 Visa \$812.27, 19913 Wex Bank \$438.50, 900571 Pitney Bowes \$2,500.00 (9/15), 19914 ALA Membership \$175.00 (9/16), 19915 Baker & Taylor \$253.38, 19916 Barnes & Noble \$27.96, 19917 DF Lighting Co. \$199.82, 19918 Farmers Union Oil Westhope \$78.03, 19919 Gale/Cengage \$44.08, 19920 Info. Systems Corp. \$171.65, 19921 Kellers Briteway \$80.00, 19922 MidAmerican Books \$158.07, 19923 NDACO Resource Group \$14.00, 19924 Teen Vogue \$17.00, 19925 Turtle Mtn. Communication \$95.22, 19926 UpStart \$120.54, 900572 IRS \$26,201.66 (9/26), 900573 IRS \$37,196.69, 19927 American Family Insurance \$651.11 (9/29), 19929 Benson Law Office \$1,734.66, 19931 Colonial Life & Accident \$1,636.45, 19932 Companion Life Ins. Corp. \$1,524.54, 19937 Vernetta Kirk \$716.40, 19939 Ann Monson, Co. Treas. \$4,416.58, 19939 Ann Monson, Co. Treas. \$2,444.39, 19940 NDPERS Retirement \$400.0, 19941 NDPERS \$3,976.00, 19942 NDPERS-Dakota Plan \$44,986.62, 19943 ND Public Employee Retirement \$36,469.78, 19944 North Dakota United \$325.52, 19945 New York Life \$142.89, 19946 O'Keeffe Oil \$4,180.50, 19947 Ottetail Power Co. \$155.30, 19948 UNUM Life Ins. Co. \$292.77, 19950 Jerry Olson \$800.00 (9/30), 39715-39801 Payroll \$189.645.05 (9/26), Grand Total \$915,575.09 and a motion was made to approve paying the bills by Beyer, seconded by Streich. Motion carried unanimously.

Brad Robertson, Wold Engineering, gave an update on the counties projects -

-Project TEO-0005(030), Lake Metigoshe Bike Path, Brad presented a change order changing the hot mix from a class 27 hot mix to a class 29 and a motion was made approving this change by Kjelshus, seconded by Beyer, Motion carried unanimously.

-Project CNOA-0500(002), Long Lake Loop Project, Brad presented Estimate #3 for \$325,327.76 from Farden Construction and a motion was made to pay the estimate Kjelshus, seconded by Beyer. Motion carried unanimously.

-Project PLH-0005(031), Newburg Bridge, progress is slow. Swingen construction is requesting a time extension, but Wold Engineering is not in favor of the extension and Brad does not believe NDDOT would be in favor of granting the request. It was the consensus of the Board to deny the time extension request from Swingen Construction.

-Project BRO-0005(032), 3.5 miles north and 3 miles east of Souris, Brad presented the utility agreements for this project and a motion was made to sign the agreements by Kjelshus, seconded by Streich. Motion carried unanimously. Final plans for this project have been submitted to the NDDOT.

Discussion was held regarding the priority needs in the Counties infrastructure and what projects should be presented to the NDDOT if legislators grant money to the County for road projects. The three that are in need of major repairs as soon as money is available are the Forfar Road, the Lansford Road, and the Lansford North Road.

Gail Wondrasek-Lane, presented information on problems she has been having with Oak Creek and Lake Metigoshe water levels and the frustrations she has experienced through the years of high water. Oak Creek Water Board does not help with private work, but will help with cleaning out the channel. The County will look into installing the two 50' foot culverts that were removed from the 5<sup>th</sup> Street bridge project and see if this alleviates some of the issues. Gail will work with Ritchie on applying for FEMA assistance.

Ryan Ackerman, and Clif Issendorf, Souris River Joint Water Board, met with the Board to discuss the mill levy request and answer any questions the commission may have concerning what benefit the County would receive by contributing to the four county joint effort. Leland Goodman spoke on behalf of the Mouse River Basin Preservation Coalition Board and their concerns regarding water problems and the proposed tax increase.

Oak Creek Water Board, Bottineau County Water Board, and Boundary Creek Water Board, met with the Commission to discuss the various issues with water in the County and how to coordinate waters issues with all the boards. The cattail situation in the County was discussed. Dwane Getzlaff, Oak Creek Water Board, read a statement from the board regarding their operational plan for water levels at Lake Metigoshe. Several of the people in attendance spoke about their concerns about the pros and cons regarding the water levels at Lake Metigoshe and how it also affects the farm land. Les Turner, Lake Metigoshe Recreation District, spoke about the problems they have encountered with the high water levels and the costs associated with maintaining their lift stations. Les asked that the County consider expanding the Oak Creek Water Board to five members. Brad Robertson, Wold Engineering, also made some recommendations including cleaning out the channel and increasing the culvert size by Sawmill Corner in another effort to help regulate the water levels.

Al Wondrasek submitted a request for assistance of the county road department to help with paving of a parking lot and overlay on the cemetery road at the Oak Creek Cemetery. A motion was made that the County Road Department will assist with the paving by the Veteran's Memorial at Oak Creek Cemetery by Kjelshus, seconded by Streich. Motion carried unanimously.

11:30 am. – Bids for Purchase of two Motor Graders – A motion was made to open the bids for the purchase of the two motor graders by Beyer, seconded by Streich. Motion carried unanimously. The only bid received was from Butler Machinery for Caterpillar 140MAWD SN #M9J00880 for \$198,573.59, and Caterpillar 140MAWD SN#M9J00878 for \$198,573.59 and a motion was made to accept these bids by Streich, seconded by Beyer. Motion carried.

Discussion was held with Chris Lindboe regarding the preliminary plans of platting out property in Hahn's Bay.

The meeting was adjourned at 12:40 pm.

The meeting reconvened at 1:55 pm.

Discussion was held on the 2 mill request from the Souris River Joint Board. A motion was made to contribute \$100,000 towards the Souris Basin River Joint Board for one year, with the stipulation that the payments will be made quarterly based on progress reports, by Kjelshus, seconded by Rude. Motion carried unanimously.

Further discussion was held on the cattail issues in the County and it was the consensus of the board to leave the cattail issues up to the water boards.

2015 Preliminary Budget – After further discussion, a motion was made to approve the 2015 Preliminary Budget by Kjelshus, seconded by Streich. Motion carried unanimously. The Public Hearing date was set for September 24<sup>th</sup>, 2014 at 6:00 pm.

Rick Hummel, Emergency Manager, presented a quote for \$7500.00 from Dakota Fence for a fence around the Emergency Tower and a motion was made to approve the purchase of a fence by Rude, seconded by Kjelshus. Motion carried unanimously.

The Kronos timekeeping system implementation document has been submitted to NRG for beginning implementation. Discussion was held regarding whether or not the employees should clock in and out for lunch and as this is unpaid time. Tanya Wieler, our Human Resource Consultant, recommended the County implement the policy to clock in and out for lunch and it was the consensus of the board to follow her policy recommendation.

The Personnel Policy changes that Tanya Wieler recommended at our July meeting were discussed and a motion was made to approve the recommendations made by Tanya Wieler by Streich, seconded by Beyer. Motion carried unanimously.

The Common Sense for Conservation Measure on the November ballot was discussed.

The 2010 FEMA audit has been completed and a close out letter was received from the ND Department of Emergency Services. Bottineau County has no objections to the summary and will de-obligate \$2,016.71 upon their formal request.

Two SRT Easements were received for the Antler Memorial Park and the Antler County Shop. A motion was made to sign the SRT Easements allowing fiber optic in the County's right of way by Kjelshus, seconded by Streich. Motion carried unanimously.

Commissioner Kjelshus discussed asking Deana Defoe, EDC Director, about being a part of the job fair at Dakota College of Bottineau.

The NDDOT 2014-2015 Federal Aid program sheet was received. At this time, no federal funding is available for 2015 and a motion was made to sign the program sheet and submit to NDDOT by Beyer, seconded by Streich. Motion carried unanimously.

Department Head meeting – Chairman Marquardt gave an update on the Commissioner meeting and the department heads gave an update on their office activity.

Commissioner Kjelshus spoke about oil companies that are running over weight on County and Townships roads. Sheriff Watson will call the Minot State Patrol Office and check to see if we can get some scales in Bottineau County.

The board visited with Terry Volk, Weed Officer, about spraying the cattails in the County road right of ways.

A motion was made to adjourn the meeting at 3:50 pm. by Beyer, seconded by Kjelshus. Motion carried unanimously.

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Dan Marquardt, Chairman

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Lisa Herbel, Auditor