

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
APRIL 7, 2015
7:30 A.M.

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

Old Business:

Agenda - A motion was made to approve the agenda by Beyer, seconded by Marquardt. Motion carried unanimously.

Minutes – A motion was made to approve the minutes of March 3rd, March 6th and March 11th, 2015 by Kjelskus, seconded by Beyer. Motion carried unanimously.

Consent Agenda – Reports were reviewed and a motion was made to approve the consent agenda by Marquardt, seconded by Kjelskus. Motion carried unanimously.

Bills – The April bills were reviewed; 21148 Bottineau Clinic Pharmacy \$149.68 (3/13), 21149 Bottineau Plumbing & Heating \$1,064.58, 21150 Bottineau Co. TWP Association \$690.00, 21151 City of Maxbass \$45.00, 21152 Comfort Inn \$222.00, 21153 D&L Storage \$150.00, 21154 Farmers Union Oil Co Mohall \$250.99, 21155 Farmers Union Oil Co W \$1,097.96, 21156 Fargo Glass & Paint \$150.00, 21157 Farsden Oil, Co. \$705.65, 21158 First National Bank & Trust \$227.35, 21159 Gerald Grann \$79.01, 21160 Gustafson Oil \$244.75, 21163 Information Tech. Dept. \$848.30, 21166 Lawson Product \$236.52, 21167 Lexis Nexis Matthew Bender \$20.06, 21168 MidContinent Communications \$61.50, 21170 Karla Monson \$417.15, 21171 ND Co. Auditors Association \$200.00, 21172 ND Dept. of Human Services \$6,821.92, 21173 ND TWP Association \$5,750.00, 21174 Northern Fuel Partners \$14,201.75, 21175 Ottertail Power Co. \$5,938.19, 21176 Souris River Coop. \$880.14, 21177 Spectrum \$2,158.99, 21178 Spectrum \$56.67, 21179 St. Andrew's Clinic \$508.00, 21180 Streicher's \$450.00, 21181 Tri County Meals \$41,806.94, 21182 Uniform Center \$11.99, 21183 Terry Volk \$75.00, 21185 Wex Bank \$140.00, 21186 Baker & Taylor \$509.80 (3/18), 21187 Gale/Cengage \$67.47, 21188 Keller's Briteway \$80.00, 21189 Know Buddy Resources \$208.74, 21190 Lookout Books \$128.70, 21191 MidWest Tape \$280.22, 21192 NDACo Wireless \$14.00, 21193 NDLA \$140.00, 21194 Shopko \$65.22, 21195 Souris River Coop. \$27.63, 21196 Turtle Mtn. Communications \$96.48, 900590 Pitney Bowes \$2,500.00, 21197 American Family Insurance \$460.27 (3/27), 21199 Benson Law Office \$1,734.66, 21200 Bottineau Farmers Elevator \$1,240.83, 21202 Cenex Propane Partners \$792.00, 21203 Colonial Life & Accident \$1,608.45, 21204 Companion Life Ins. Corp. \$1,733.75, 21206 Family Bakery \$3,321.00, 21208 Marlys Hummel \$75.27, 21209 Kirk, Vernetta \$716.40, 21210 Ann Monson, Co. Treasurer \$4,391.58, 21211 Ann Monson, Co. Treasurer \$2,537.71, 21212 Ann Monson, Co. Treasurer \$385.00, 21213 ND Child Support Division \$648.00, 21214 NDPERS Retirement \$400.00, 21215 NDPERS \$1,976.00, 21216 ND Public Employee Retirement \$37,887.37, 21217 NDPERS-Dakota Plan \$46,627.04, 21218 ND State Library \$55.00, 21219

North Dakota United \$325.52, 21220 New York Life Ins. \$142.89, 21221 O’Keeffe Oil \$1,653.59, 21222 Ottertail Power Co. \$2,455.97, 21226 UNUM Life Ins. Co. \$295.97, 900591 IRS \$27,054.63, 900592 IRS \$37,222.85, 21227 Pesticide Fund \$870.00 (3/31), 21228 Pesticide Fund \$270.00, 21229 Pesticide Fund \$1,560.00, 21230 Anderson Welding \$182.25 (4/7), 21232 Lisa Atkinson \$751.60, 21233 AT&T Mobility \$109.39, 21234 AT&T \$555.17, 21235 Auto Value \$84.85, 21236 B&M Laundry \$266.33, 21237 Amanda Backman \$212.00, 21238 Addie Berg \$381.23, 21239 Bottineau Hometown Market \$595.14, 21240 Bottineau Farmers Elevator \$377.04, 21241 Bottineau Lumber \$697.02, 21242 Bottineau Plumbing & Heating \$267.50, 21243 Butler Machinery \$57,911.76, 21244 Cenex Credit Card \$2,340.02, 21245 Century Link \$502.10, 21246 Circle Sanitation \$57.50, 21247 City of Antler \$83.00, 21248 City of Bottineau \$485.14, 21249 City of Newburg \$32.50, 21250 Clute Office Equipment \$12,853.60, 21251 Clute Office Equipment \$511.10, 21252 Comfort Inn \$222.00, 21253 Comfort Suites \$296.00, 21254 Ed Roehr Safety Products \$91.90, 21255 Electrolux Vacuums \$878.95, 21256 Family Bakery \$3,018.02, 21257 Farmers Union Oil Co. Mohall \$26.72, 21258 Farmers Union Oil Co. W. \$469.38, 21259 First District Health Unit \$114,536.06, 21260 Kenneth Fix \$3,500.00, 21261 Kelsey Fulsebakke \$51.75, 21262 GCR Tires & Services \$683.35, 21263 GE Capital \$610.00, 21264 Gooseneck Implement \$1,467.33, 21265 HACTC \$2,811.17, 21266 Heart of America Medical Center \$12.96, 21267 Lisa Herbel \$442.75, 21268 Kelly Inn \$318.80, 21269 Marlin Leasing \$762.41, 21270 Bobbi Milbrath \$345.50, 21271 Minot Restaurant Supply \$51.20, 21272 The Lake Metigoshe Mirror \$20.00, 21273 MK Electric \$171.03, 21274 Mojo Roast \$95.00, 21275 Myers Parts of Bottineau \$22.92, 21276 Dwight Nahinurk \$309.70, 21277 Dwight Nahinurk \$50.00, 21278 ND Assoc. of Counties \$355.00, 21279 ND Dept. of Transportation \$880.75, 21280 ND Dept. of Transportation \$3,290.85, 21281 ND Dept. of Emergency Services \$700.40, 21282 ND Insurance Dept. \$80.00, 21283 ND State Radio Communications \$240.00, 21284 NDSU \$15.00, 21285 ND Telephone Co. \$291.38, 21285 ND Telephone Co. \$291.38, 21286 Nodak Store \$1,603.66, 21287 Northern Fuel Partners \$14,527.06, 21288 North Central Electric 604.81, 21289 Northern Plains Equipment \$90,694.00, 21290 Northern Exposure Sign Co. \$133.00, 21291 NXTEC, USA, LLC \$396.78, 21292 Office of State Tax Commissioner \$7,267.73, 21293 O’Keeffe Oil \$4,670.41, 21294 Deb Orvedal \$100.00, 21295 Ottertail Power Co. \$84.02, 21296 Praxair \$1,389.00, 21297 Pro It LLC \$2,545.00, 21298 Pro IT, LLC \$329.99, 21299 R&B Supply Co. Inc. \$317.95, 21300 Radisson \$163.60, 21301 Redwood Toxicology Lab \$100.00, 21302 Reliance Telephone \$1,250.00, 21303 Souris River Telephone \$1,462.92, 21304 Spectrum \$90.85, 21305 Specialized Transportation Inc. \$642.49, 21306 The Standard \$311.03, 21307 Stevenson’s Towing \$726.00, 21308 Subsurface Inc. \$77,300.00, 21309 Bottineau Subway \$146.88, 21310 Take 5 Water Store \$195.00, 21311 Theels Inc. \$978.15, 21312 Thomas Revters West \$230.59, 21313 TREC Inc. \$2,693.00, 21314 Turtle Mtn. Communications \$1,796.28, 21315 Turtle Mtn. Communications \$916.00, 21316 Tweed Co. Ag. \$5,039.56, 21317 United Laboratories \$1,751.68, 21318 Waste Management \$392.95, 21319 Westlie Motor Co. \$82.76, 21320 Tanya Wieler \$1,000.00, 21321 Lori Witteman DDS \$621.00, 21322 Wold Engineering \$1,155.00, 21323 Wold Engineering \$1,088.75, 21324 Wold Engineering \$2,326.62, 21325 Wold Engineering \$1,991.19, 21326 Wold Engineering \$114,141.90, 21327 Wold Engineering \$22,218.00, 21328 Wold Engineering \$136,324.80, 21329-21343 Social Services \$5,423.49, 40213-40293 Payroll \$189,607.36 (3/27), Total \$1,181,717.26 and a motion was made to approve the bills by Beyer, seconded by Marquardt. Motion carried unanimously.

Sue Hamilton requested use of the VFW Park for a Welcome Back to the Lake Party on June 6th and a motion was made to approve the request by Marquardt, seconded by Kjelshus. Motion carried unanimously.

Discussion was held on the jail expansion. It was decided to invite all the County's city leaders to the meeting on the 15th to discuss the situation and to develop a strategy for obtaining funding.

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

-A final estimate was submitted for approval on Project CP-0506(014) & CP-0537(014), and a motion was made to approve paying the estimate of \$24,889.81 to Asphalt Surface Technologies Corp. by Kjelshus, seconded by Beyer. Motion carried unanimously.

-Project COIB-0527(054), CMC-0527, from NDSH 5, north 6 miles to CMC route 0506 – discussion was held regarding adding a Base 1 stabilizer and chip seal to the project. A motion was made to move forward with plan development and include the Base I stabilizer and chip seal to Project COIB-0527(054), by Marquardt, seconded by Beyer. Motion carried unanimously.

-Project CMC-0537B, Souris North, was discussed and a motion was made have Wold Engineering begin the preliminary design and obtain easements by Marquardt, seconded by Kjelshus. Motion carried unanimously.

Brad discussed the load testing that needs to be done in Bottineau County in 2015 and he will obtain a price quote for the testing needed. A motion was made to do load testing in 2015 by Kjelshus, seconded by Beyer. Motion carried unanimously.

Discussion was held on where they remaining surge funding should be spent. There are several bridges in the oil producing areas that need replacing, but no final decisions were made.

Lisa Peterson, Tax Director, presented two abatements for Richard Kornkven and Betty Gilje for two parcels that had one year left on their exemption and a motion was made to approve the abatements by Beyer, seconded by Marquardt. Motion carried unanimously. The third abatement was for Louis Volk, who requested his value be lowered. Lisa inspected the property and feels the value is correct and a motion was made to leave the value as is, by Kjelshus, seconded by Beyer. Motion carried unanimously. Louis Volk expressed his opinion that he felt the value was too high.

Sergius Township has requested that the Bottineau County Tax Director's office perform the duties of township assessor and a motion was made to sign the agreement with Sergius Township by Beyer, seconded by Kjelshus. Motion carried unanimously.

David Larson, Arlen Larson, and Rich Lervik, from Wellington Township, expressed their concern that the road in Wellington Township on the county line, is not being graded enough. Commissioner Rude will contact Rolette County. The condition of 28B was discussed and the County will try to do what we can with the limited funding available.

Deana DeFoe, EDC Director, presented a grant request of \$3750.00 from St. Andrews Health Center for recruiting a nurse practitioner. A motion was made to approve the grant request of \$3750.00 for St. Andrews Health Center by Beyer, seconded by Marquardt. Motion carried unanimously. Discussion was also held regarding be a part of a job fair encouraging people to work in County Government. Commissioner Beyer also requested a community round table discussion be held regarding emergencies situations with Deana being the mediator.

Dan Feige gave a presentation on Stabilock, a road stabilizer and a dust suppressing agent and encouraged our County to contact Bowman County as they have done a lot of work in their County.

Commissioner Rude joined the meeting.

10:30 am. – Chip seal bids – A motion was made to open bids for Project CP-0506(015) by Marquardt, seconded by Kjelshus. Motion carried unanimously.

Morris Seal Coat - \$565,517.88

Astech - \$548,365.15

Brad Robertson, left the meeting at this time to review the bids and check for accuracy. Both bids were submitted correctly and a motion was made to accept the low bid of \$548,365.15 from Astech, by Beyer, seconded by Kjelshus. Motion carried unanimously.

Luke Artz presented a petition containing 118 signatures from Bottineau County residents requesting the speed limit from the west side, top the river hill, to Westhope and Westhope back to the water fill station be moved from 50 MPH back to 65 MPH on County Road 6. Kevin Herbel was in attendance, as he travels the road every day, and questioned why it had to be changed. Beyer made a motion to change the speed limit back to 65 mph, seconded by Rude. Discussion was held and it was questioned if water hauling activity would pick up by oil companies and local farmers during the summer season. The motion was then amended to leave the speed limit at 50 mph and look at the traffic in this area again in six months, and if the traffic hasn't increased, the speed limit will be changed back to 65 mph, made by Marquardt, seconded by Rude. After discussion, the amendment was carried. After further discussion on the amended main motion, a roll call vote was taken, Beyer, no, Marquardt, Rude, yes, Kjelshus abstained. Amended motion carried.

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

Paterson Grain Elevator – Jeff read a narrative that he had put together summarizing his thoughts and concerns regarding the Elevator project. Paterson Grain is looking for reassurance that the County wants Paterson Elevator here and is asking help with Brander Street as confirmation that we want them here. A motion was made that Bottineau County will contribute to the construction cost of Brander Street by Beyer, seconded by Marquardt. Motion carried unanimously.

The meeting was adjourned for lunch at 12:30 pm.

The meeting reconvened at 1:30 pm.

Tanya Wieler, Human Resource Consultant, spoke about a policy change in Bottineau Counties Personnel Manual to Section, 612 – Volunteer policy, and a motion was made to adopt the policy by Beyer, Marquardt. Motion carried unanimously. She also had suggested corrections for several sections to correlate with the Kronos timekeeping system including -

201 – Payroll periods

202 – Method of payment

204 – Timekeeping records

206 – Pay Deductions/Advances

210 – Flex time/Comp time

211 – Break and meal periods

208 – Working hours

Discussion was held regarding using real time or rounding for employee's time in the Kronos system. A motion was made to use real time for timekeeping, by Marquardt, seconded by LeRoy. Roll call, Marquardt Yes, Beyer, no, Kjelskus, no, Rude, yes, Streich, no. Motion failed.

Discussion was held with Rick Hummel on the time necessary to do his emergency manager work and if was still necessary for his hours to be 4/5th time. A motion was made to keep the hours the same by Kjelskus, seconded by Rude. Roll call, Rude, yes, Kjelskus, yes, Beyer, yes, Marquardt, no. Motion carried.

Rick Hummel presented a declaration for a burn ban to be in effect whenever the US Forest Service fire rating is in the very high or extreme status and/or a red flag warning has been issued and a motion was made to sign the burn ban by Marquardt, seconded by Beyer. Commissioner Rude voted no. Motion carried.

Rick also submitted a Joint Powers agreement with Ward County in the event of a disaster to furnish aid in coping with disasters and a motion was made to sign the agreement by Kjelskus, seconded by Marquardt. Motion carried unanimously.

Discussion was held with Tanya Wieler and Steve Watson, Sheriff and Matt Schimetz, Chief Deputy, on the deputy shortage the County is experiencing. At this time, Bottineau County is three deputies short and they are not getting anybody to apply. Salaries were discussed at length, and as soon as the NDACo releases information on 2015 wages, Tanya will complete another salary study just for the Sheriff's department to see if further adjustments need to be made. It was also decided that Tanya will do exit interviews for all employees who resign from the County to see if internal adjustments need to be made as well.

The Emergency Manager position was discussed further with Tanya Wieler.

A resolution was received from the NDDOT for Project SC-0547(060) and a motion was made to sign the Resolution by Beyer, seconded by Marquardt. Motion carried unanimously.

The remaining agenda items were tabled until the next meeting on April 15th, 2015. A motion was made to adjourn the meeting at 5:25 pm. by Marquardt, seconded by Kjelshus. Motion carried unanimously.

Todd Streich, Chairman

Lisa Herbel, Auditor