

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
DECEMBER 1ST, 2015
7:30 A.M.

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

Old Business:

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

Minutes - A motion was made to approve the November 3rd, 2015 minutes after a change was noted by Marquardt, seconded by Adams. Motion carried unanimously.

Bills – The December bills were reviewed; 22876 Ag Communications \$25.00 (11/16), 22877 Anderson Welding \$73.71, 22878 Batteries Bulbs \$2,828.97, 22879 Bilmore Hotel & Suites \$320.40, 22880 Bottineau Clinic Pharmacy \$55.00, 22881 Bottineau Farmers Elevator \$709.06, 22882 Bottineau Plumbing & Heating \$571.34, 22883 Brock White \$2,666.26, 22884 City of Antler \$89.00, 22885 City of Willow City \$361.25, 22886 Comfort Suites \$160.00, 22887 Crop Production Service \$216.00, 22888 D&L Storage \$260.00, 22889 Family Bakery & Restaurant \$16.00, 22890 Farmers Union Oil Co. Mohall \$39.00, 22891 Farmers Union Oil Co. W. \$3,973.07, 22892 Farden Construction \$1,115.00, 22893 IAAO \$87.50, 22894 Judy's Mowing \$30.00, 22895 Ketterling's Junkyard \$50.00, 22896 Marchus-Batteries Plus \$16.56, 22897 MidContinent Communications \$73.71, 22898 Mikkelsen Aggregates \$3,511.50, 22899 Mikkelsen Aggregates \$6,550.00, 22900 MK Electric \$903.51, 22901 ND Dept. of Human Services \$7,261.94, 22902 ND Telephone Co. \$291.38, 22903 Ottertail Power Co. \$3,893.55, 22904 Radisson Hotel Bismarck \$149.40, 22905 Rolette Co. \$401.50, 22906 Romfo Auto Repair & Sales \$368.58, 22907 Souris River Coop. \$26,159.72, 22908 Spectrum/4J's \$1,824.24, 22909 Theels Inc. \$1,761.13, 22910 Triangle Electric Inc. \$62.78, 22911 United Telephone Mutual Aid \$2,701.15, 22912 Stevenson Towing \$2,250.00, 900614 Paystubz \$462.00, 22913 Baker & Taylor \$627.28 (11/17), 22914 Demco \$565.13, 22915 Farmers Union Oil Westhope \$51.58, 22916 Gale/Cengage \$144.79, 22917 Learning Opportunities \$2,791.59, 22918 Librarian's Choice \$429.19, 22919 National Geographic \$39.00, 22920 NDACo Resource \$14.00, 22921 RedBook \$24.97, 22922 Shopko \$61.43, 22923 Spectrum/4J's \$45.99, 22924 Turtle Mtn. Communications \$97.93, 22928 VOID, 22929 Benson Law Office \$1,734.66 (11/30), 22931 Colonial Life & Accident \$1,704.61, 22933 Messerli & Kramer PA \$312.62, 22934 Ann Monson, Co. Treasurer \$4,101.54, 22935 Ann Monson, Co. Treasurer \$2,659.00, 22936 Ann Monson, Co. Treasurer \$7,232.56, 22937 ND Child Support Division \$540.0, 22938 NDPERS Retirement \$400.00, 22939 NDPERS \$3,088.69, 22940 NDPERS Dakota Plan \$56,007.84, 22941 ND Public Employee Retirement \$40,247.84, 22942 North Dakota United \$314.48, 22943 New York Life Ins. \$142.89, 22944 O'Keeffe Oil \$795.21, 22945 Ottertail Power Co. \$168.73, 22946 The Standard Life Ins. Co. \$1,547.54, 22947 UNUM Life Ins. Co. \$300.15, 22948 American Family Ins. \$766.16, 22949 State Land Dept. \$7,232.56, 900615 IRS \$31,131.27, 900616 IRS \$41,259.26, 22950 Charles Adams \$304.75 (12/4), 22951 ATCO International \$1,081.30, 22952 Lisa Atkinson \$306.48, 22953 AT&T Mobility \$308.75, 22954 AT&T Mobility \$644.80, 22955 Auto Value \$117.98, 22956 B&M Laundry \$348.62, 22957 Bottineau Plumbing & Heating \$352.50, 22958 Miranda Brandt \$229.25, 22959 Brock White \$4,658.98,

22960 Butler Machinery \$18,959.92, 22961 Century Link \$502.16, 22962 Circle Sanitation \$57.50, 22963 City of Bottineau \$523.68, 22964 City of Newburg \$67.00, 22965 Barb Cote \$229.25, 22966 D&B Body Shop Inc. \$65.00, 22967 Dakota Fire Extinguishers \$51.50, 22968 Dakota Communications \$45.00, 22969 Family Bakery Restaurant \$2,929.00, 22970 Farmers Union Oil WC \$1,334.11, 22971 Farstad Oil \$2,113.65, 22972 First District Health Unit \$180.00, 22973 First National Bank \$300.00, 22974 Kelsey Fulsebakke \$25.88, 22975 GCR Tires & Services \$8,339.60, 22976 HACTC \$6,642.58, 22977 Harry's Tire Service \$703.80, 22978 InSight \$107.30, 22979 Intoximeters \$68.00, 22982 Kinetic Leasing \$42,112.74, 22983 Lexis Nexis Matthew Bender \$42,112.74, 22983 Lexis Nexis Matthew Bender \$62.18, 22985 Karla Monson \$287.10, 22986 McHenry Co. Auditor \$46.05, 22988 MK Electric Inc. \$290.70, 22989 Moen Electric \$560.60, 22990 Ann Monson \$42,586.77, 22991 Myers Parts of Bottineau \$12.98, 22992 ND Assoc. of Counties \$2,125.00, 22993 ND Dept. of Transportation \$83,849.34, 22994 NDLTAP \$125.00, 22995 NDSU \$45.00, 22996 Nodak Supply \$652.34, 22997 North Central Electric \$558.13, 22998 Office of Attorney General \$1,470.00, 22999 O'Keeffe Oil \$1,930.63, 23000 Ottertail Power Co. \$42.13, 23001 Pro IT LLC \$2,575.00, 23002 R&B Supply Co \$306.95, 23003 Sawmill Corner Stop \$64.96, 23004 Bernadine Sisk \$153.53, 23005 Souris River Telephone \$1,428.97, 23006 Spectrum/4J's \$2,046.25, 23007 Spectrum/4J's \$48.49, 23008 St. Andrew's Clinic \$260.00, 230090 State Bank of Bottineau Ins. \$67.00, 23010 The Standard \$387.14, 23011 Starion Bank \$3,168.00, 23012 Swanston Equipment \$765.00, 23013 Theels Inc. \$207.79, 23014 True North Steel \$180.34, 23015 Turtle Mtn. Communications \$1,744.06, 23016 Turtle Mtn. Floral \$55.00, 23017 Tyler Technologies \$4,333.29, 23018 United Laboratories \$1,443.66, 23019 United Telephone Mutual Aid \$2,659.95, 23020 Westlie Motor Co. \$95.44, 23021 Wex Bank \$131.00, 23022 Tanya Wieler \$1,000.00, 23023 Lori J. Witteman DDS PC \$672.00, 23024-23038 Social Services \$3,213.79, 40906-40990 Payroll \$208,786.96 (11/30), Total \$743,019.30 and a motion was made to approve paying the December bills by Beyer, seconded by Marquardt. Motion carried unanimously.

The commissioners gave an update on their phone calls and the meetings they have attended.

Seats were vacated at this time and Lisa asked for nominations for the position of Chairman and Commissioner Marquardt made a motion to nominate Commissioner Rude, seconded by Kjelskus. Commissioner Kjelskus made a motion to cease nominations and cast a unanimous ballot for Rude, seconded by Beyer. Motion carried unanimously. Lisa asked for nominations for the position of Vice-Chairman and Commissioner Beyer made a motion to nominate Commissioner Marquardt for the position of Vice Chairman, seconded by Adams. A motion was made by Kjelskus to cease nominations and cast a unanimous ballot for Marquardt, seconded by Rude. Motion carried unanimously.

Appointments –

A motion was made to reappoint Cliff Issendorf and Wayne Drangsholt, and appoint Dean Milbrath to the open position, on the Bottineau County Water Board, by Beyer, seconded by Adams. Motion failed.

A motion was made to table all reappointments until all positions on the water boards are advertised in the Courant and discussed at the year-end meeting by Kjelskus, seconded by Adams. Motion carried unanimously.

The year-end meeting date was set for December 14th at 8:00 am.

Brad Robertson, Wold Engineering, gave an update on county projects –

-It was the consensus of the board that Brad send a final acceptance letter to the NDDOT on the road projects –

SC-0547-(060) – Townline chip seal

CP-0506-(15) – Westhope to Souris chip seal

COIB-0530(052) – Lansford North paving and chip seal

BRO-0005(032) – Box culvert near Souris

-TAC-0005(051)-Lake Metigoshe Shared-Use Path – Construction Cost \$367,000.00, TAP Funds \$175,000.00, local funds, \$192,000.00. A motion was made to sign the utility agreements by Beyer, seconded by Marquardt. Motion carried unanimously.

Discussion was held with Brad regarding Boundary Lake.

Discussion was held with the Road Superintendent, Ritchie Gimbel, regarding the equipment rental rates and a motion to change the rates effective January 1st, 2017 by Beyer, seconded by Adams. Motion carried unanimously.

Ritchie had also drafted an approach policy for the County and after discussion was held a motion was made to approve the approach policy by Adams, seconded by Marquardt. Motion carried unanimously.

Ritchie is selecting the roads that he would like traffic counts done on and asks the Commissioners to let him know if there are any other roads they would like included.

Pam Klabo, Normont Equipment, is going to be in the County demonstrating a used rubber crack sealer.

NDDOT has requested Bottineau County identify an area in our County where highway/rail traffic safety could be improved and Ritchie is submitting the Lansford Crossing, County Road 3B.

Nicki Weissmann, Bottineau EDC, is requesting a \$2500.00 grant for rink divider panels on behalf of the Bottineau Blue Line Club. A motion was made to approve the \$2500.00 grant for the Bottineau Blue Line Club with the stipulation there is multiple use by Kjelshus, seconded by Beyer. Motion carried unanimously.

The ProIT Contract is up for renewal for 2016 and a motion was made to sign the contract by Marquardt, seconded by Beyer. Motion carried unanimously.

The meeting with Renville County to discuss 911 issues was set for December 14th, 2015 at 9:00 am.

The department heads gave an update on their office's activity.

Donnie Peck, Bottineau Plumbing and Heating presented his proposal to fix the plumbing issues in the jail and the courthouse and replace the softener. A motion was made to approve fixing the plumbing issues and replace the softener by Kjelshus, seconded by Adams. Motion carried unanimously.

Greg Vannatta, Butler Machinery, met with the Commissioners to introduce them to Ben Casey, Tony Hamilton, and Travis Marcott.

Tanya Wieler, Human Resource Consultant, met with the Commissioners to discuss the possibility of implementing maternity leave benefit policy.

Tanya also discussed the concept of using commissioner portfolios.

Don Davison, JLG Architects, met with the Board to discuss the concept of hiring a Construction Manager at Risk. A motion was made to advertise for a Construction Manager at Risk for the construction of the jail expansion project by Beyer, seconded by Marquardt. Motion carried unanimously.

Rick Hummel, Bottineau County Emergency Manager presented a Multi-Hazard Mitigation Plan and a motion was made to adopt the plan by Kjelshus, seconded by Adams. Motion carried unanimously.

A motion was made to renew the liquor licenses for 2016 for –

Birchwood Steakhouse & Lounge
Sawmill Corner Stop
Dockside Grill and Barbeque
Four Seasons Resort
Midway Bar & Grill
A-Frame Bar & Grill
Bottineau County Club
Westhope County Club
The Renville Corner
Mohall Country Club
Birchwood 10th Hole
Mohall Country Club
Farmers Union Oil

by Marquardt, seconded by Kjelshus. Motion carried unanimously.

A motion was made to call for bids on earth moving equipment for 2016 by Marquardt, seconded by Beyer. Motion carried unanimously.

A motion was made to sign the annual NDDOT maintenance certificate for the county federal aid projects by Beyer, seconded by Adams. Motion carried unanimously.

A motion was made to sign the Heart of America Correctional and Treatment Center Agreement for 2016 and 2017 by Kjelshus, seconded Marquardt. Motion carried unanimously.

The Bethania Lutheran Church that the County owns in Landa was discussed as it's in poor condition and a safety risk to the public. Commissioner Kjelshus offered check out the condition of the church and discuss again at the meeting on December 14th, 2015.

Discussion was held regarding the letter received from Oak Creek Township. After discussion, it was decided to invite the Oak Creek Water Board to the meeting on December 14th, 2015.

The Years of Service awards was discussed and a motion was made to give a \$30.00 gift card by Beyer, seconded by Kjelshus. Motion carried unanimously.

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

LeRoy Rude, Chairman

Lisa Herbel, Auditor