

BOTTINEAU COUNTY  
COMMISSIONER PROCEEDINGS  
FEBRUARY 3RD, 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, Vice-Chairman LeRoy Rude, Commissioners Dan Marquardt, Lance Kjelshus, Jeff Beyer, 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 minutes of January 6<sup>th</sup>, 2015 by Marquardt, seconded by Beyer. Motion carried unanimously.

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

Bills – The February bills were reviewed; 20744 Anderson Welding \$499.60 (1/16), 20745 B&M Laundry \$92.02, 20746 Benson Law Office \$132.70, 20747 Blue Tarp Financial \$688.00, 20748 Bottineau Farmers Elevator \$529.95, 20749 Bottineau Plumbing & Heating \$75.86, 20750 City of Maxbass \$45.00, 20751 Comfort Inn \$222.00, 20752 Family Bakery \$3,191.25, 20753 Farmers Union Oil Co-M \$165.71, 20754 Farstad Oil \$733.15, 20755 GCR Tire Service \$2,507.60, 20756 Great Plains Directory \$453.60, 20757 Gustafson Oil \$90.11, 20758 Insight Public Sector \$303.10, 20759 Intoximeters \$64.00, 20760 Information Tech. Dept. \$814.05, 20761 Ryan Knutson \$280.00, 20762 MidContinent Cable Co. \$61.50, 20763 Mikkelsen Aggregates \$1,519.00, 20765 ND Assoc. of Counties \$31.00, 20766 ND Assoc. of Counties \$30.00, 20767 NDACE Conference \$330.00, 20768 ND Dept. of Human Services \$5,675.37, 20769 ND Telephone Co. \$291.38, 20770 ND 911 Association \$25.00, 20771 Office of Attorney General \$1,680.00, 20772 Deb Orvedal \$50.00, 20773 Ottertail \$6,104.23, 20774 Souris River Coop. \$163.29, 20775 Souris Basin Planning Council \$2,893.05, 20776 St. Andrew's Bottineau Clinic \$173.00, 20777 The Standard \$227.36, 20778 UND \$70.00, 20779 Wex Bank \$346.00, 20780 Baker & Taylor \$398.14 (1/20), 20781 Book Systems Inc. \$1,690.00, 20782 Country Living \$8.00, 20783 Creative Product Source \$134.92, 20784 Gale/Cengage \$90.86, 20785 Glamour Magazine \$15.00, 20786 ND Historical Society \$35.00, 20787 Junior Library Guild \$1,851.00, 20788 Librarian's Choice \$218.45, 20789 Meter Reading for Lib \$1,876.61, 20790 NDACo Resource \$14.00, 20791 Shopko \$34.05, 20792 Spectrum \$32.71, 20793 TEI Landmark Audio \$1,729.61, 20794 Time Magazine \$134.16, 20795 Turtle Mtn. Communications \$95.32, 20796 Turtle Mtn. Star \$34.00, 20797 American Family Insurance \$460.27 (1/29), 20798 Antler TWP \$2,572.50, 20799 Benson Law Office \$1,734.66, 20800 Bentinck TWP \$1,367.15, 20801 Bottineau Co. Veterans \$4,022.05, 20803 City of Antler \$83.00, 20804 Colonia Life & Accident \$1,608.45, 20805 Companion Life Ins. Corp. \$1,562.87, 20807 Farden Construction \$823.00, 20808 Farden Construction \$1,980.00, 20809 Farden Construction \$910.00, 20810 Farden Construction \$1,900.00, 20811 Farden Construction \$2,170.00, 20812 Farden Construction \$1,904.00, 20813 Farden Construction \$5,670.00, 20814 Vernetta Kirk \$716.40, 20815 Ann Monson, Co. Treasurer \$2,767.44, 20815 Ann Monson, Co. Treasurer \$4,391.58, 20816 ND Child Support Division \$540.00, 20817 NDPERS \$1,976.00, 20818 NDPERS

Retirement \$400.00, 20819 ND Public Employee Retirement \$38,067.38, 20820 NDPERS-Dakota Plan \$47,132.10, 20821 North Dakota United \$325.52, 20822 New York Life Insurance \$142.89, 20823 North Central Rental & Leasing \$7,500.00, 20824 North Star Community Credit Union \$49,977.95, 20826 O'Keeffe Oil \$555.78, 20827 Ottertail Power Co. \$279.34, 20828 Tennyson Garage \$464.52, 20829 United Telephone \$2,684.90, 20830 UNUM Life Ins. Co. \$292.77, 900585 IRS \$28,121.60, 900586 IRS \$37,898.78, 900587 Pitney Bowes \$2,500.00, 20831 Anderson Welding \$57.33 (2/6), 20832 APCO International \$92.00, 20833-20854 Assessor Training \$873.78, 20855 ATCO International \$168.45, 20856 AT&T Mobility \$101.34, 20857 AT&T \$503.70, 20858 Auto Value \$549.89, 20859 B&M Laundry \$348.62, 20860 Swain Benson \$274.50, 20861 Bottineau Farmers Elevator \$199.35, 20862 Bottineau Lumber \$319.01, 20863 Bottineau County \$27,500.00, 20864 Bottineau Co. Road Dept. \$1,612.50, 20865 Bottineau Co. Road Dept. \$1,625.00, 20866 Butler Machinery \$37,500.60, 20867 Cenex Credit Card \$2,274.04, 20868 Century Link \$502.10, 20869 Circle Sanitation \$57.50, 20870 City of Bottineau \$367.84, 20871 City of Newburg \$32.50, 20872 Clute Office Equipment \$343.71, 20873 Clute Office Equipment \$511.10, 20874 Barb Cote \$218.50, 20875 Courant \$1,427.78, 20876 D&L Storage \$150.00, 20877 Dakota Fire Extinguishers \$78.95, 20878 DF Lighting \$439.11, 20879 Epsilon Sigma Phi \$60.00, 20880 Farmers Union Oil Co. WC \$2,276.58, 20881 Farden Construction \$52,693.22, 20882 Kelsey Fulsebakke \$25.88, 20883 Gard Specialties \$109.52, 20884 GE Capital \$610.00, 20885 H&H Trucking \$2,121.35, 20886 HACTC \$2,470.00, 20887 HACTC \$322.79, 20888 Heisler Auto Inc. \$95.00, 20889 Inventory Trading Co. \$730.00, 20890 Johnson Hoe Service \$1,535.00, 20891 Ryan Knutson \$240.00, 20892 Lawson Products \$343.71, 20893 Lorenz Jewelry \$17.55, 20894 Marlin Leasing \$762.41, 20895 McGuire in Rugby \$129.63, 20896 The Mirror \$20.00, 20897 MK Electric \$1,807.45, 20898 Myers Parts of Bottineau \$24.90, 20899 ND Assoc. of Veteran Svc. Officers \$50.00, 20900 ND Clerks Assoc. \$60.00, 20901 ND Dept. of Human Services \$5,709.44, 20902 ND State Radio Comm. \$170.00, 20903 ND Weed Control Assoc. \$275.00, 20904 Nodak Store Inc. \$2,251.13, 20905 Northern Fuel Partners \$18,701.41, 20906 North Central Electric \$713.06, 20907 Office of State Auditor \$15,000.00, 20908 Ottertail Power Co. \$64.13, 20909 Pitney Bowes \$801.39, 20910 Pro It, LLC \$2,545.00, 20911 Pro IT, LLC \$100.00, 20912 Pro IT, LLC \$264.99, 20913 Sidwell \$9,995.00, 20914 Simplex Grinnell \$155.00, 20915 Souris River Telephone \$1,448.48, 20916 Souris River Joint Water Res. Board \$25,000.00, 20917 St. Andrew's Health Center \$175.00, 20918 State Bank of Bottineau Ins. 56.00, 20919 The Standard \$486.12, 20920 Stevenson's Towing \$100.00, 20921 Take 5 Water \$195.00, 20922 Team Electronics \$1,612.70, 20923 Theels Inc. \$529.99, 20924 Thyssenkrupp Elevator Corp. \$809.35, 20925 Turtle Mtn. Communications \$1,724.86, 20926 Turtle Mtn. Soil Cons. Dist. \$627.30, 20927 Turtle Mtn. Floral \$55.00, 20928 Tweed Co. Ag. \$1,686.19, 20929 United Laboratories \$756.76, 20930 United Telephone Mutual Aid \$2,757.30, 20931 US Foods \$143.64, 20932 The Village \$2,010.00, 20933 Visa \$1,946.00, 20934 Visa \$162.43, 20935 Visa \$384.17, 20936 Terry Volk \$501.10, 20937 Waste Management \$796.06, 20938 Westlie Motor Co. \$324.50, 20939 Tanya Wieler \$1,000.00, 20940 WSI \$250.00, 20941 Zee Medical \$2,241.80, 20942-20959 Social Services \$4,614.00, 20960 Kinetic Leasing \$20,443.49, 40051-40130 Payroll \$192,960.48 (1/28), Total \$761,630.07 and a motion was made to approve paying the bills by Beyer, seconded by Marquardt. Motion carried unanimously.

#### New Business:

Pat Artz, representing the State Bank of Bottineau, (in Deana Defoe's, absence) presented a request for Mikkelsen Aggregate, Josh and Justin Lorenz, for a \$125,000.00 loan from the Bottineau County Loan Pool and a motion was made to approve the loan by Marquardt, seconded by Kjelshus. Motion carried unanimously.

The 2013 Audit was received from the State Auditors and the audit went very well with no written or verbal recommendations noted.

Raffle Permit – a raffle permit was received from the Bottineau Jaycees and a motion was made to approve the permit by Kjelshus, seconded by Beyer. Motion carried unanimously.

A Request was received from Antler Outlaws asking for the County to pay for internet service for the shack at the Antler Memorial Park. Discussion was held and Commissioner Streich will visit with Warren Engstrom and obtain further information before a decision is made.

Discussion was held on the City of Bottineau's Council meeting with Canadian Grain and the possibility of a facility being built in Whitteron Township.

Discussion was held with Lisa Peterson, Tax Director, on SB 2265 which was introduced by our district's legislators. Discussion was also held on the financial impact on the bill that requires all township assessors to have 180 of training as additional staff will need to be hired in the Tax Director's Office if this bill passes.

Brad Robertson, Wold Engineering, gave an update on the County projects –

- Project CNOA-0500(002) – a final estimate on this project was received from Farden Construction for \$52,693.22 and a motion was made to approve paying the estimate by Rude, seconded by Kjelshus. Motion carried unanimously. Dust control on the Long Lake Road was discussed with an approximate estimate of \$6000.00 to \$7000.00 a mile.

With all bills paid for the two projects completed from money received under HB 1358, there is \$317,188.77 remaining to be used for the Landa road. This project needs to be bid out and estimates received so a request for reimbursement can be made prior to June. Plans are still being developed and it was planned to do a review in February for a possible April bid letting.

Discussion was held on the Surge funding that is currently being discussed in the legislative session.

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

The TAP grant application that was submitted for repairs to the Bike Path at Lake Metigoshe was discussed and it was noted that the maximum reimbursement for this grant is \$200,000.00.

Ryan Ackerman, gave an update on initiatives that the Souris River Joint Board is working on at this time including –

- Developing the SRJB Rural StARR Program
  - Developing a revised Emergency Action Plan for the entire Mouse River Valley.
  - Securing funding from the ND Legislature for the 2015-2017 biennium.
  - Securing funding from the US Dept of Housing and Urban Development.
  - Preparing an Environment Impact Statement (EIS) for work from Burlington through Minot.
  - Design of 3 phases of flood control project in the City of Minot.

The SRJB intends to advance the following projects in the next quarter –

- Mouse River Park Bridge and Gatewell Improvements.
- J. Clark Salyer Structure Modifications.

Discussion was held on the progress report received and a motion was made to pay \$25,000.00 to the Souris River Joint Board by Beyer, seconded by Marquardt. Motion carried unanimously.

Discussion was held with Rick Hummel, the Bottineau County Emergency Manager, regarding the amount of time necessary he needed to do his job and accounting for his time.

A motion was made to call for bids for the March 3<sup>rd</sup>, 2015 meeting, for gravel, machine hire, culverts, and bridge materials by Beyer, seconded by Kjelshus. Motion carried unanimously.

A request was made that a Commissioner be a part of the NDSU staff evaluations on February 17<sup>th</sup>, 2015 and Commissioner Rude volunteered.

10:00 am. Tractor Bids – A motion was made to open the bids received by Rude, seconded by Marquardt. Motion carried unanimously.

Bids – Titan Machinery –	2014 Case IH180 - \$140,000.00
	2012 Case IH Max 120 - \$72,500.00
	2013 Case IH Max 125 - \$78,500.00
	2013 Case IH Max 125 - \$78,500.00
	2013 Case IH Puma 145 - \$95,000.00

Butler Machinery –	2014 MT545D PS 165 - \$96,616.00
	2014 MT525D PS 140 - \$118,925.00

A motion was made to accept the all bids by Rude, seconded by Marquardt. Motion carried unanimously. A motion was made to reconsider the motion made to accept the bids as tractor years did not fall within the specified years 2014-2015, by Marquardt, seconded by Beyer. Motion carried unanimously. A motion was made to rebid the leased returned tractors by Marquardt, seconded by Beyer. Motion carried unanimously. A motion was made to accept the bids for the tractors that were bid as advertised by Beyer, seconded by Rude. Motion carried unanimously.

Ritchie Gimbel, Road Superintendent, discussed the skid steer that was in the budget to be replaced in 2015. A motion was made to call for bids on a skid steer and crew cab pickup which were included in the 2015 road department budget, by Beyer, seconded by Marquardt. Motion carried unanimously.

The Landa and Newburg motor graders are due to be replaced or extended warranty will need to be purchased and a motion was made to lease two motor graders by Rude, seconded by Marquardt. Motion carried unanimously.

A motion was made to move the excavator from a lease agreement to a purchase agreement by Kjelshus, seconded by Marquardt. Motion carried unanimously.

The general consensus of the board was to purchase two Schulte mowers from Butler Machinery and sell two mowers that are needing to be replaced.

There was a motion to call for bids on excess equipment including the skid steer and the two mowers, by Kjelshus, seconded by Rude. Motion carried unanimously.

The bridge on 90<sup>th</sup> St NE, by Myron Hahn's, has been inspected by the NDDOT and a code 3 has been placed on this structure. Ritchie will contact the NDDOT and see if the substructure will handle a new steel bridge deck.

Ritchie also discussed the 60 inch culvert on the Townline Road that has been undermined and the options available to fix before the road is chip sealed. Ritchie contacted the company Subsurface, to get an estimate on repair of the area surrounding the cement culvert.

Bottineau County will be hosting a NDLTAP seminar on Motor Grader training. Bottineau County will be inviting Renville and McHenry Counties to attend.

As physical exams are now a requirement for the CDL licensed employees, a motion was made to pay for the CDL physicals by Marquardt, seconded by Beyer. Motion carried unanimously.

Through the NDDOT Local Safety Program, Bottineau County was approved for funding that could include lighting and general safety improvements in the County. There will be a conference call with the NDDOT on Friday, February 6<sup>th</sup>, from 10-11:30 am. at the Bottineau County Shop.

Department Head Meeting – discussion was held regarding office activity and the implementation of Kronos.

Commissioner Rude requested that the two applicants who were interested in serving on the Oak Creek Water Board be sent a letter thanking them for their interest.

The Bottineau County Water Board submitted two bills for beaver dam removal and a motion was made to pay 40% of the cost out of the Emergency Fund by Kjelshus, seconded by Beyer. Motion carried unanimously.

Section 603 of the Bottineau County Personnel Policy concerning volunteer time was discussed and it was decided to ask our Human Resource Consultant to separate the section into two sections rather than one and this will be reevaluated at the March meeting.

A motion was made to adjourn the meeting at 12:30 pm. by Kjelshus, seconded by Marquardt. Motion carried unanimously.

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Todd Streich, Chairman

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Lisa Herbel, Auditor