

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
JULY 7TH, 2015
8:30 A.M.

The Commissioner Meeting was called to order at 8:30 am. following the Social Service Meeting, by Vice-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: Vice-Chairman LeRoy Rude, Commissioners Dan Marquardt, Lance Kjelshus, Jeff Beyer, States Attorney, Swain Benson and County Auditor, Lisa Herbel. Todd Streich was absent from the meeting.

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 from June 2nd, 2015 by Kjelshus, seconded by Beyer. Motion carried unanimously.

Consent Agenda –The monthly reports were reviewed and a motion was made to approve the Consent Agenda and the Pledge of Securities by Beyer, seconded by Marquardt. Motion carried unanimously.

Bills – The July bills were reviewed; 21733 B&M Laundry \$61.34 (6/12), 21734 Bottineau Hometown Market \$402.50, 21735 Bottineau Clinic Pharmacy \$119.00, 21736 Bottineau Farmers Elevator \$2,387.51, 21737 Bottineau Lumber \$59.25, 21738 City of Bottineau \$198.50, 21739 City of Maxbass \$45.00, 21740 City of Newburg \$32.50, 21741 Clute Office Equipment \$428.25, 21742 Courant \$1,063.84, 21743 D&B Body Shop Inc. \$104.00, 21744 Dakota Fire Extinguishers \$548.54, 21745 Family Bakery \$12.87, 21746 Farmers Union Oil Mohall \$177.86, 21747 Farmers Union Oil Co. W. \$675.13, 21748 Farmers Union Oil Co. WC \$1,759.18, 21749 Farden Construction \$5,895.00, 21750 VOID , 21751 Gooseneck Implement \$329.28, 217525 Great Plains Directory \$453.60, 21756 Gustafsons Oil \$151.25, 21754 HA Thompson & Sons \$2,240.00, 21755 Heart of America CSP \$10,000.00, 21756 Eric Herbel \$180.00, 21757 Information Tech. Dept. \$428.50, 21758 Kittleson's Truck Repair \$1,108.50, 21759 Lexis Nexis Matthew Bender \$184.10, 21760 Marlin Leasing \$762.41, 21761 MidContinent \$73.72, 21762 Mikkelsen Aggregates \$1,304.00, 21763 Ann Monson, Co. Treasurer \$5.30, 21764 Myers Parts of Bottineau \$153.74, 21765 NDACo Resource Group \$444.00, 21766 ND Dept. of Human Services \$8,157.24, 21767 NDEMA \$30.00, 21768 ND Public Employee Retirement \$133.37, 21769 ND Telephone Co. \$291.38, 21770 Don Nelson \$200.00, 21771 Nodak Store \$248.11, 21772 Northern Fuel Partners \$11,771.61, 21773 North Central Electric \$446.74, 21774 Northern Improvement Co. \$7,127.97, 21775 Northern Exposure Sign Co. \$36.00, 21776 Northland Electric Inc. \$7,531.18, 21777 Office of Attorney General \$1,535.00, 21778 O'Keeffe Oil \$2,804.78, 21779 Ottertail Power Co. \$3,959.20, 21780 Rainbow Gardens \$310.00, 21781 Renville Co. Sheriff Dept. \$25.00, 21782 Secretary of State \$36.00, 21783 Souris River Coop. \$137.17, 21784 Spectrum/4Js \$20.13, 21785 St. Andrews Health Center \$243.00, 21786 St. Andrew's Clinic \$173.00, 21787 Technical Propane Service \$424.99, 21788 Tweed Co. Ag. \$4,291.62, 21789 Uniform Center \$653.94, 21790 United Telephone Mutual Aid \$2,653.15, 21791 US Food Services \$619.83, 21792 Visa \$8,622.69, 21793 Ward Co. Sheriff's Office \$64.00, 21794 Waste Management \$393.90, 21795 Wex Bank \$152.50, 21796 Action Carpet Care \$482.00 (6/17), 21797 Baker & Taylor \$354.87, 21798 Creative Product Source \$298.98, 21799 Gale/Cengage \$68.12, 21800 Library & Educational Services \$101.09, 21801 Lowe's \$127.91, 21802 Minot Daily News \$210.60, 21803 Metigoshe Mirror \$26.00, 21804 NDACo Resource Group \$14.00, 21805 Shopko \$63.93, 21806 Souris River Coop. \$51.77, 21807 Spectrum/4J's \$4.50, 21808 Taste of Home \$35.98, 21809 Turtle Mtn. Communications \$96.65, 21811 American Family Insurance \$766.16 (6/29), 21814 Benson Law Office \$1,734.66, 21816 Bottineau Area Community Foundation \$72.00, 21817 Burleigh Co. Sheriff Dept. \$98.00, 21818 Colonial Life & Accident \$1,788.88, 21821 DCB Bookstore \$34.95, 21824 Ann Monson, Co. Treasurer \$3,851.54, 21825 Ann Monson, Co. Treasurer \$2,628.20, 21826 Ann Monson, Co. Treasurer

\$1.00, 21827 ND Child Support Division \$540.00, 21828 NDPERS Retirement \$400.00, 21829 NDPERS \$2,551.00, 21830 NDPERS Dakota Plan \$54,844.48, 21831 ND Public Employee Retirement \$39,157.97, 21832 North Dakota United \$379.18, 21833 New York Life Insurance \$142.89, 21834 O’Keeffe Oil \$1,452.98, 21835 Ottertail Power Co. \$225.07, 21837 Rodenburg Law Firm \$312.62, 21838 Sergius TWP \$2,596.50, 21839 The Standard Life Ins. Co. \$1,618.02, 21840 Turtle Mtn. Vet. Services \$62.71, 21841 UNUM Life Ins. Co. \$284.77, 900598 IRS \$30,727.60 (6/30), 900599 IRS \$41,664.87, 21842 Americ Inn \$480.00 (7/8), 21843 ATCO International \$559.75, 21844 Lisa Atkinson \$1,042.64, 21845 AT&T Mobility \$109.29, 21846 AT&T Mobility \$638.55, 21847 Auto Value \$40.23, 21848 B&M Laundry \$235.65, 21849 Swain Benson \$666.15, 21850 Swain Benson Jr. \$396.75, 21851 Bottineau Hometown Market \$462.68, 21852 Bottineau Farmers Elevator \$3,070.94, 21853 Bottineau Plumbing & Heating \$257.00, 21854 Bottineau County Fair \$45.00, 21856 Brock White \$1,938.30, 21857 Butler Machinery \$3,270.92, 21858 Cenex Credit Card \$2,693.90, 21859 Cenex Propane Partners \$372.96, 21860 Century Link \$502.20, 21861 Circle Sanitation \$57.50, 21862 City of Bottineau \$496.89, 21863 City of Newburg \$32.50, 21864 Clute Office Equipment \$210.00, 21865 Clute Office Equipment \$76.20, 21866 Collision Repair & Service \$705.85, 21867 Computer Projects \$2,514.00, 21868 Courant \$335.36, 21869 D&B Body Shop Inc. \$115.00, 21870 D&L Storage \$300.00, 21871 Dakota Fire Extinguishers \$1,451.00, 21872 Dakota Communications \$923.30, 21873 DSM, Inc. \$264.00, 21905 ND Assoc. of Counties \$90.00, 21906 NDAOGPC \$4,000.00, 21907 ND Dept. of Transportation \$568.97, 21908 ND Dept. of Health \$23.54, 21909 ND Emergency Management Assoc. \$60.00, 21910 ND Ins. Dept. \$2,723.80, 21911 ND State Tax Commissioner \$7,796.73, 21912 NDSU \$261.00, 21913 Jared Nelson \$219.65, 21914 Don Nelson \$200.00, 21915 Nodak Store \$1,995.71, 21916 North Central Electric \$52.63, 21917 Northern Exposure Sign Co. \$425.00, 21918 O’Keeffe Oil \$2,765.41, 21919 Deb Orvedal \$50.00, 21920 Praxair \$38.22, 21921 Pro It, LLC \$268.70, 21922 VOID, 21923 Pro It, LLC \$169.99, 219524 Pro IT, LLC \$2,545.00, 21925 R&B Supply \$183.95, 21926 Rice Signs LLC \$739.52, 21927 LeRoy Rude \$1,650.00, 21928 Sawmill Lumber \$107.00, 21929 Sea Change \$374.46, 21930 Simplex Grinnell \$2,168.75, 21931 Souris River Communications \$1,456.93, 21932 The Standard \$491.25, 21933 Swanson Equipment \$634.45, 21934 Systems & Services Inc. \$87.38, 21935 Team Electronics \$358.00, 21937 Theels Inc. \$650.28, 21938 True North Steel \$57,500.00, 21939 Turtle Mtn. Communications \$1,751.22, 21940 Turtle Mtn. Floral \$55.00, 21941 Tweed Co. Ag. \$1,629.21, 21942 Uniform Center \$184.95, 21943 United Telephone Mutual Aid \$2,695.00, 21944 Visa \$155.15, 21945 Visa \$14.00, 21946 Visa \$1,115.75, 21947 Terry Volk \$452.75, 21949 Terry Volk \$45.98, 21950 Warne Chemical & Equipment Co. \$1,074.40, 21951 Waste Management \$392.95, 21952 WENCK \$5,737.50, 21953 Westlie Motor Co. \$854.31, 21954 Wex Bank \$78.00, 21955 Tanya Wieler \$1,000.00, 21956 Wold Engineering \$96,370.22, 21957 Wold Engineering \$33,921.95, 21958 Donald Wolfe \$975.00, 900600 Pitney Bowes \$2,500.00, 21976-21977 Social Services \$275.00 (7/9), Total \$550,954.19 and a motion was made to pay the bills by Beyer, seconded by Kjelshus. Motion carried unanimously.

New Business:

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

-Project COIB-0503(052), Lansford North, a change order was submitted by Mayo Construction for \$7096.10 for traffic control signs and painted messages and a motion was made to sign the change order by Kjelshus, seconded by Beyer. Motion carried unanimously. Estimate #1 was received from Mayo Construction for \$2,631,401.52 and a motion was made to approve paying the estimate by Marquardt, seconded by Beyer. Motion carried unanimously.

-Project COIB-0530(053), Forfar Road, a change order for \$107,760.00 was submitted by Central Specialties for cement to firm up the soft spots, and a motion was made to approve the change order by Marquardt, seconded by Kjelshus. Motion carried unanimously. Estimate #2 was received from Central Specialties for \$480,098.57 and a motion was made to approve paying the estimate by Kjelshus, seconded by Marquardt. Motion carried unanimously. Central Specialties are hoping to start paving the Forfar road this week.

-Project PLH-0005(031), Newburg Bridge, the final inspection was held on July 2nd, 2015, and an acceptance letter will be completed.

-A pre-construction meeting will be held with Astech on the chip seal projects and Brad will notify the board when the meeting will be held.

-A letter was received from the NDDOT notifying the County was awarded \$175,000 in TAP Funds for the Lake Metigoshe Bike Path and a motion was made to move forward with the project in 2016 by Kjelshus, seconded by Beyer. Motion carried unanimously. It was the consensus of the board that any motorized vehicles traveling on the bike path should be fined.

-Braun Intertec submitted a proposal for a pavement evaluation for Bottineau County in the amount of \$7986.00 and a motion was made to accept the Braun Intertec proposal by Marquardt, seconded by Kjelshus. Motion carried unanimously.

-Brad discussed the Surge funding remaining and it was discussed which direction the County wanted to proceed with no final decision being made.

Denise Brown, from NDSU/NDLTAP, gave a presentation on the training that will be hosted by Bottineau County on August 3rd and 4th. NDLTAP provides education and outreach training and is funded by federal funds, NDDOT matches the federal highway grant funds and the NDIRF, as they carry the risk of the counties and cities. The training fee is \$150.00 per person for two days of training which includes meals and snacks. Roadmen, Commissioners or anyone interested in the road maintenance training have been invited from the Counties of Bottineau, Renville, Rolette, McHenry, and the City of Bottineau.

Cory Johnson and Roger Lynne, Long Lake Association, presented two lists of property owners that live within ¼ mile of Long Lake and a check to cover the cost of a special election to vote on becoming a recreation district. An election will be held the first week in September in accordance with the law.

Andy Freeman, board member from the EDC presented a grant application for the Childcare Center in the amount of \$64,887.85 to pay off the North Central loan and a motion was made to approve the grant request out of the EDC loan pool for \$64,887.85 for the Childcare Center loan by Beyer, seconded by Marquardt. Motion carried unanimously. Andy also presented a ten year loan request from the Turtle Mountain Vet for \$43,000.00 for an interest buy down with the First National Bank and a motion was made to approve the loan by Marquardt, seconded by Kjelshus. Motion carried unanimously.

Ritchie Gimbel, Road Superintendent, gave an update –

-Ritchie presented an updated map to show the CMC roads and discussion was held how to handle the costs associated with maintaining the roads.

-Ritchie presented an agreement for approval for the shared ownership of the two loaders with the City of Willow City and the City of Lansford. The tractor that is located in Willow City is going to be kept by the County.

-The bridge located on 90th Street NE will be getting installed on July 15th. The culverts south of Bottineau on County Road 47 are ordered and will be replaced as soon as they are received and time permits.

-FEMA 2014 projects are getting completed. Gail Wondrasek-Lane expressed her gratitude for getting the culverts installed and the Oak Creek channel cleaned out by her home. The bridge by Doug Milbrath's will be replaced with a structure and has been submitted for approval to FEMA.

-The grading and road crew schedule was discussed. It was the consensus of the board that the road crew spend the extra time necessary and use the overtime budget available to get the projects completed and the road department functioning efficiently. The County will put an announcement on Sunny 101.9 that haying needs to be completed by July 14th as the county will be starting to mow the county roads on July 15th.

Department Head meeting – LeRoy gave an update on the meeting. The department heads also gave an update on their office activity.

Motor grader bids – A motion was made to open the motor grader bids by Beyer, seconded by Marquardt. Motion carried unanimously.

The only bid received was from Butler Machinery for two motor graders –

2015 Caterpillar 140 M AWD SN #N9J00245 - \$211,720.11

2015 Caterpillar 140 M AWD SN #N9J00243 - \$211,645.92

A motion was made to accept the Butler Machinery bids and obtain financing through Kinetic with the first payment to be made in 2016, by Marquardt, seconded by Kjelshus. Motion carried unanimously.

Meeting adjourned at 11:55 pm.

The meeting reconvened at 1:00 pm.

Discussion was held on the jail renovation and expansion. The commission requested if Sheriff Watson could move out by May 1st, 2016 and if he's willing to have contractors check to see if house is moveable or if it needs to be tore down.

The request from Kane Township to use surge funding was discussed. Surge funding is restricted and is not available to help with Township graveling. It was decided to use the permit funding to help with half of the graveling on the designated truck routes.

A permit raffle request was received from Shepherd's Hill and a motion was made to approve the permit by Kjelshus, seconded by Beyer. Motion carried unanimously.

A request was made by Cody Miller, who transferred from Renville County Sheriff's department, to transfer his sick leave and a motion was made to accept 40 hrs of Cody Miller's sick leave by Kjelshus, seconded by Marquardt. Motion carried unanimously.

The letters from the North Dakota Department of Health regarding the landfills in the City of Maxbass, Souris, and Westhope were discussed.

Pay advances were also discussed and a motion was made that pay advances would cease with the July, 2015 payroll, by Beyer, seconded by Kjelshus. Motion carried unanimously.

The timeclock policy that was submitted for approval by Tanya Wieler, Human Resource Consultant was reviewed and a motion was made to adopt the policy by Marquardt, seconded by Beyer. Motion carried unanimously.

It was noted that the City of Antler was holding a meeting on July 11th, 2015 at 4:00 pm. at the Antler City Park to discuss the possibility that Craig Cobb could be attempting to create an all-white enclave and what the County could do to assist the City.

A letter from the FDHU was received requesting a commissioner and the auditor attend the budget meeting on July 30th and Commissioner Rude volunteered to attend.

A Community Service advisory meeting is scheduled for July 9th and LeRoy volunteered to attend this meeting as well.

Three requests were received from the Dockside Grill and Barbeque to transfer their liquor license to Annie's House for three weddings in July and a motion was made to approve the requests by Kjelshus, seconded by Beyer. Motion carried unanimously.

A bid was received for the remaining cars in the City of Bottineau impound and a motion was made to reject the bid by Beyer, seconded by Kjelshus. Motion carried unanimously.

Discussion was held on the 2016 budget.

A motion was made to adjourn the meeting at 3:00 pm. by Kjelshus, seconded by Beyer. Motion carried unanimously.

LeRoy Rude, Vice-Chairman

Lisa Herbel, Auditor