

BOTTINEAU COUNTY  
COMMISSIONER PROCEEDINGS  
APRIL 5TH, 2016  
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 – Cordelia Township and state official letters were added to other business and a motion was made to approve the Agenda, by Marquardt, seconded by Kjelshus. Motion carried.

Minutes - A motion was made to approve the minutes from the meeting on March 1, 2016 by Kjelshus, seconded by Adams. Motion carried.

Consent Agenda – The monthly reports were reviewed and a motion was made to approve the consent agenda by Beyer, seconded by Kjelshus. Motion carried.

Bills – The April bills were reviewed; 23630 Bottineau Plumbing & Heating \$5,260.00 (3/14), 23631 Bottineau Co. TWP Assoc. \$660.00, 23632 City of Antler \$89.00, 23633 City of Souris \$1.95, 23634 The Computer Store \$36.99, 23635 DF Lighting \$374.22, 23636 Info. Tech. Dept. \$662.55, 23637 JLG Architects \$38,767.34, 23638 Keller's Briteway \$20.00, 23640 Klingbeil's Body Shop \$1,420.50, 23641 ND One Call \$6.60, 23642 NDSU Extension Service \$16,108.00, 23643 ND TWP Assoc. \$5,500.00, 23644 Office of Attorney General \$1,500.00, 23645 O'Keeffe Oil \$649.42, 23646 Ottertail Power Co. \$5,950.94, 23647 Souris River Communications \$37.90, 23648 State Bank of Bottineau Ins. \$2,096.00, 23649 Kevin Statema Construction \$500.00, 23650 Uniform Center \$103.98, 23651 United Telephone Mutual Aid \$2,626.85, 23652 Visa \$735.16, 23653 Visa \$100.00, 23655 Baker & Taylor \$279.04 (3/16), 23656 Comfort Inn \$80.00, 23657 VOID, 23658 Farmers Union Oil Bottineau \$10.20, 23659 Gale/Cengage \$94.11, 23660 Gumdrop Books \$2,630.29, 23661 Learning Opportunities \$1756.71, 23662 MidAmerica Books \$130.51, 23663 NDACo-Resource Group \$14.00, 23664 Shopko \$62.07, 23665 Turtle Mtn. Communication \$98.33, 900629 Paystubz \$474.00 (3/16), 23668 Ritchie Gimbel \$695.00 (3/21), 23671 Penguin Management, Inc. \$2,296.00, 900630 Pitney Bowes \$2,500.00 (3/24), 900631 IRS \$29,419.54 (3/31), 900632 IRS \$39,492.57, 23674 American Family Insurance \$739.54 (3/31), 23676 Benson Law Office \$1,734.66, 23678 Colonial Life & Accident \$1,566.62, 23683 Messerli & Kramer P.A. \$312.62, 23684 Ann Monson, Co. Treasurer \$2,457.10, 23684 Ann Monson, Co. Treasurer \$4,101.54, 23685 ND Child Support Division \$540.00, 23686 NDPERS Retirement \$400.00, 23687 NDPERS \$3,347.95, 23688 NDPERS Dakota Plan \$54,263.40, 23689 ND Public Employee Retirement \$40,295.43, 23690 North Dakota United \$314.48, 23692 New York Life Insurance \$142.89, 23693 O'Keeffe Oil \$1,911.23, 23694 Ottertail Power Co. \$331.05, 23697 The Standard Life Ins. Co. \$1,547.02, 23698 UNUM Life Ins. Co.

\$290.55, 23699 Acqui Signs LLC \$1,800.00 (4/7), 23700 Mark Adams \$41.20, 23701 Charles Adams \$521.84, 23702 Anderson Welding \$413.00, 23704 Lisa Atkinson \$592.92, 23705 AT&T Mobility \$309.91, 23706 AT&T Mobility \$644.80, 23707 Ben Aufforth \$25.00, 23708 Auto Value \$4.98, 23709 B&M Laundry \$266.33, 23710 Addie Berg \$720.36, 23711 Best Western Plus Ramkota \$160.20, 23712 Bottineau Hometown Market \$431.21, 23713 Bottineau Farmers Elevator \$218.34, 23714 Bottineau Lumber Inc. \$45.99, 23715 Bottineau Co. Dive Team \$3,000.00, 23716 Miranda Brandt \$54.00, 23717 Butler Machinery Co. \$2,892.70, 23718 Cenex Credit Card \$1,418.59, 23719 Century Link \$502.44, 23720 Circle Sanitation \$57.50, 23721 City of Bottineau \$463.05, 23722 City of Newburg \$32.50, 23723 City of Bottineau \$35.00, 23724 Clute Office Equipment \$83.82, 23725 Cole Papers Inc. \$2,843.92, 23726 Comfort Suites \$160.00, 23727 John Cook \$75.76, 23728 Barb Cote \$239.90, 23729 Courant \$1,912.77, 23730 D&B Body Shop Inc. \$54.93, 23731 Dakota Communications \$246.00, 23732 Darwin Belgarde Towing \$400.00, 23733 Double EE Service \$2,035.57, 23734 Electric Solutions \$224.00, 23735 Family Bakery \$4,350.00, 23736 Farmers Union Oil Co. W. \$880.77, 23737 Farstad Oil \$3,458.75, 23738 Farm & Home Publishers LTD \$750.00, 23739 First District Health Unit \$46,476.29, 23740 First National Bank \$229.60, 23741 Friends of the Fair \$125.00, 23742 GARD Specialist Co. \$453.81, 23743 HACTC \$5,390.00, 23744 Heart of America Medical Center \$13.41, 23745 Tanner Hellenbrand \$350.30, 23746 Rod Hiatt \$35.80, 23747 Hoag and Sons \$106.18, 23748 Rick Hummel \$108.00, 23749 Info. Tech. Dept. \$662.55, 23750 JS Wholesale & Vending \$499.60, 23751 Darrel Keller \$102.13, 23752 Ketterling's Yard \$206.00, 23753 Kittleson's Repair \$14.00, 23754 Klingbeil's Body Shop \$2,578.97, 23756 Lawson Products \$534.87, 23757 Lexis Nexis Matthew Bender \$184.08, 23758 Amanda Lorenz \$45.50, 23759 MidContinent Communications \$219.55, 23760 Mikkelsen Aggregate \$4,761.00, 23761 Bobbi Milbrath \$86.40, 23762 MK Electric 659.09, 23763 MK Electric \$236.28, 23764 MoJo Roast Inc. \$181.20, 23765 Ann Monson, Co. Treasurer \$19.50, 23766 Myers Parts of Bottineau \$1,019.78, 23767 ND Assoc. of Counties \$210.00, 23768 ND Dept. of Transportation \$1,043.44, 23769 ND State Radio Communications \$240.00, 23770 Newman Signs \$926.57, 23771 Nodak Store \$2,238.62, 23772 Northern Fuel Partners \$1,608.00, 23773 North Central Electric \$584.44, 23774 Normont Equipment Co. \$42,878.87, 23775 NXTEC USA, LLC \$534.58, 23776 Office of State Tax Commissioner \$7,327.70, 23777 O'Keeffe Oil \$1,676.06, 23778 Pride Dairies \$6.50, 23779 Pro IT, LLC \$3,293.00, 23780 Pro IT, LLC \$749.99, 23781 Pro It, LLC \$29.95, 23782 Redwood Toxicology Laboratory \$85.00, 23783 Rolette Co. \$391.00, 23784 Tim Sanderson \$25.00, 23785 Sawmill Corner Stop \$38.01, 23786 Sea Change Print Innovations \$1,811.58, 23787 Ken Sletten \$48.76, 23788 Souris River Telephone \$1,469.81, 23789 State Treasurer \$1,759.14, 23790 St. Andrew's Clinic \$441.00, 23791 State Bank of Bottineau Ins. \$361.00, 23792 The Standard \$612.38, 23793 Theel Inc. \$366.63, 23794 Thomas & Thomas \$75.00, 23795 Jeremy Tofteland \$104.00, 23796 Turtle Mtn. Communications \$1,749.40, 23797 Tweed Co. Ag. \$1,857.97, 23798 United Laboratories \$899.78, 23799 Uniform Center \$980.00, 23800 United Telephone Mutual Aid \$2,598.45, 23801 Verizon \$41.20, 23802 Visa \$520.59, 23803 Visa \$178.87, 23804 Visa \$818.05, 23805 Terry Volk \$410.40, 23806 Waste Management \$447.69, 23807 Wex Bank \$1,215.83, 23808 Tanya Wieler \$1,000.00, 23809 Wold Engineering \$4,350.00, 23810 Wold Engineering \$11,010.00, 23811 Wold Engineering \$134,349.00, 23812 Wold Engineering \$19,887.50, 23828 Citizens State Bank of Mohall \$5,800.00 (4/11), 41236-41311 Payroll \$199,924.54 (3/31), Total \$834,178.09 and a motion was made to approve paying the bills by Marquardt, seconded by Adams. Motion carried.

An offer was received to purchase the Bethania Lutheran Church in Landa and after discussion, it was the consensus of the board to contact the City of Landa and see if they want to buy the building and the land.

Mark Adams will be resigning from the Zoning Board in June and a replacement will be needed in District 2.

April is County Government Month and it was decided to do a Pancake Breakfast on April 15<sup>th</sup>, 2016 at the Veterans Hall from 7:00 to 11:00 am with the proceeds to go to the Bottineau Food Pantry.

An invitation was received from the City of Estevan inviting the Commissioners to attend a Trade, Transportation and Technology Conference in Estevan, Saskatchewan on May 18<sup>th</sup>, 2016.

A letter was received from the United States Department of the Interior informing the Board that a supplemental information report for the final supplemental environmental impact statement for the Northwest Area Water Supply Project was available online.

A letter was received from Sanford Airmed asking Bottineau County to consider a county-wide membership program to benefit the citizens of the County. It was the consensus of the board to ask for a proposal on the cost.

An invitation was also received for the NDIRF Annual meeting on Wednesday May 11<sup>th</sup>, 2016.

A discussion was held about the Gross Production Tax as the revenue has dropped substantially from previous forecasts. A motion was made to put the first \$300,000.00 into County Road and Bridge Fund, the next \$500,000.00 into the Building Fund to make the 2017 jail payments, and the remainder into the County General Fund, by Adams, seconded by Beyer. Motion carried.

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

Westhope West – Discussion was held regarding the City of Westhope's waterline project. Swain suggested getting a letter of financial assurance from the City of Westhope and have Wold Engineering work with the City of Westhope's engineer.

Souris North Project – Wold is still working on obtaining Right of Ways with three remaining. Discussion was held on the option of purchasing the property rather than giving easements. It was recommended that Lisa Atkinson, Tax Director, assess the property.

9:30 am. – Project COIB-0506(056) – A Motion was made to open bids by Kjelshus, seconded by Marquardt. Motion carried.

Central Specialties - \$4,503,608.91  
Mayo Construction - \$3,922,634.00  
Minn-Dak Asphalt - \$4,129,991.53

Knife River - \$4,064,046.75

Border States Paving - \$3,921,500.70

Brad Robertson, Wold Engineering, left the meeting at this time to verify bids.

A request was received from Sawmill Corner to transfer their liquor license to Annie's House for the Rocky Mountain Elk Foundation banquet and a motion was made to approve the transfer by Beyer, seconded by Kjelshus. Motion carried.

Two gaming permits were received for the A Frame Bar & Grill and the Midway Bar and a motion was made to approve the permits by Beyer, seconded by Adams. Motion carried.

A proposal for \$10,580.00 was received from Mavo Systems for removing the asbestos in the sheriff's department and a motion was made to accept the proposal by Kjelshus, seconded by Marquardt. Motion carried.

A Phase sign-off was received from JLG Architects and a motion was made to sign the Phase sign-off document by Beyer, seconded by Kjelshus. Motion carried.

A bill in the amount of \$1043.44 and a final certification was received from the NDDOT for project SC-0547(060) and a motion was made to sign the approval and make the payment by Marquardt, seconded by Beyer. Motion carried.

Tecta America has contacted the county regarding a free roof inspection and it was the consensus of the board that an inspection be done.

10:00 am – Landa Church - County Property Bids – A motion was made to open the bids by Marquardt, seconded by Beyer. Motion carried. All the bids were opened and a motion was made to accept the high bids with the proceeds to be deposited into the General Fund by Kjelshus, seconded by Marquardt. Motion carried.

Brad Robertson returned to the meeting and confirmed Border States Paving was the low bidder for the Project COIB-0506(056). A motion was made to contract with Border States Paving for project COIB-0506(056) in the amount of \$3,921,500.70 by Adams, seconded by Kjelshus. Motion carried.

Brad also informed the board that the bike trail bid opening is scheduled for April 8<sup>th</sup>, 2016 in Bismarck. Brad also presented a map with updated information on roads in Bottineau County based on age criteria for projects through the 2016 season.

Discussion was held on the Surge Funding and the option of mailing letters to the state legislators. It was decided to invite the legislators to the next commissioner meeting to work on preparing a request for assistance with the jail project for the 2017 legislative session.

Ritchie Gimbel, road superintendent, gave an update on the County projects. Discussion was held on the bridge by Mike Hahn's and it was decided to meet with the Oak Creek Water Board, Oak Creek Township, Ritchie, Jeff and Dan at 8:30 am on April 8<sup>th</sup>, 2016. Discussion was also held on the Towner Road project. The inventory list on the counties insurance was discussed and it was the consensus of the board to meet with our Insurance Agent and talk about deductibles, updating the inventory lists, and the minimums cost of what should be added.

Ritchie also talked about the uniformed county permit system and the necessity of keeping the trucks within the limits. This will be discussed again at the May meeting.

Discussion was held on Farm to Market roads and Commissioner Rude will visit with Swain Benson, States Attorney, and this was also tabled until the May meeting.

A request was received from the Bottineau Airport inquiring if the County had any vehicles for sale.

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

Nicki Weissman, EDC Director, gave an update on the Economic Development Corporation's activity. Kristie Brennan has resigned and there is an administrator assistant opening in the office. Nicki also handed out her monthly report.

A request was received to change the beer and liquor license season for Country Clubs from April 15<sup>th</sup> to October 15<sup>th</sup> and a motion was made to approve this request by Kjelshus, seconded by Adams. Motion carried.

A motion was made to adjourn the meeting at 1:00 pm by Beyer, seconded by Marquardt. Motion carried.

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LeRoy Rude, Chairman

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Lisa Herbel, Auditor